

Hayfield Secondary PTSA Meeting

Meeting Minutes

Thursday, February 9, 2017

President Purvis Dawson called the meeting to Order at 1836 Hours (6:36 PM). The Agenda is included as Attachment # 1 to the Minutes.

Principal's Report

English Department Chair Warren Covington made the following report for Principal Martin Grimm:

- The following key dates are upcoming this semester:
 - The Senior Speaker Series will be 19-20 April 2017.
 - The due date for graduation fees is still TBD.
 - Outstanding financial obligations must be cleared by May 30th.
 - Prom is May 19th.
 - Senior Exams will be June 8 – 13th.
 - Senior Oscar Night is still TBD.
 - Graduation rehearsal will be June 15th at 2:00 pm.
 - Graduation will be June 16th.
 - Senior Picnic is usually held post-Graduation rehearsal.
 - All Night Grad Party (ANGP) is held the evening after graduation.
- The basic plan for graduation is to allow each student six (6) tickets for reserved seating and six (6) tickets for overflow seating. The information packet for families is under development.
- The Administration is planning a Senior-Parent Night to discuss Prom and the All Night Grad Party (ANGP). Last year's incident at Prom involving alcohol consumption will be discussed. Seniors will be addressed in their Civics classes regarding conduct expectations for both events. Prices for ANGP will increase April 7th.
- Heidi offered some ancillary subjects that have come up at past Graduation Meetings including Jostens Publishing Announcements for sale, an auction for reserved parking and Graduation front row seating (as a fundraiser), and Men's Warehouse tuxedos for rent.

World Language Department Chair, Miriam Greenberg made the following supplemental report for Principal Martin Grimm:

- She is leading a Focus Group to formulate HSS's Strategic Vision. She requested a parent representative from the PTSA. Purvis and Julie volunteered.

- She discussed how to get more teacher involvement in the PTSA. She suggested that it might help if the membership fee could be made through payroll deduction. Recruiting should target the Staff Indoctrination Day.
- Purvis discussed how to get more student involvement in the PTSA. He said he would talk to the SGA instructors. Possible approaches include making attendance at a meeting a mandatory class requirement, awarding extra credit for attendance, and allowing PTSA participation to count as community service hours.

President's Report

Purvis waived his monthly report so that the membership could spend its time on New Business.

Treasurer's Report

Robin submitted her Treasurer's Report (attachment # 2 to the Minutes) to the Membership.

- The balance reflected is **\$19,339.99**. The only significant expense this month was \$300.00 for the Thanks a Latte cards.
- The only significant income was a check for \$1200.00 from Ford (national office) for the Drive 4 Ur School Fall event.
- The annual audit was completed on January 23, 2017. The audit committee chair was Ed Barton; committee members were John Rochelle and Mary Ann McVickers. No discrepancies were noted. **Amy Zirkle suggested a Motion to Adopt the Audit Committee's report. Julie seconded. The Membership in Attendance approved the Motion by a Vote of 9 – 0.**

Officer/Committee Chair Reports

2nd Vice President (Middle School) – Negative report.

ANGP – Negative report.

Membership – Current membership is 46 faculty; 234 students; and 322 parents: 602 total.

Directory – No Report

SGA – No Report

Boosters

- Academic/Mini Grants – No Report
- Athletics – No Report
- Band – No Report
- Choral – No Report
- Drama -- No Report

- Orchestra – No Report

Hospitality – The Chair position is vacant

Fundraising – The Chair position is vacant

CFC – No Report

eScript & Box Tops for Education – No Report

Volunteer – No Report

Unfinished Business -- None

New Business

- Amy led a discussion of Teacher/Faculty Mini-Grant requests. The requests are included in Attachment # 3. Each of the proposals was considered by the membership. Consideration was given to maintaining consistency with prior years (e.g., non-team athletic supplies), funding requests that have no other source of dedicated funding (e.g., Boys and Girls State), rewarding innovation (e.g., Literacy Breakout Boxes, Counseling S2S Program welcome materials, Pyramid Art Show), and treating similar categories of requests in a similar fashion (e.g., conferences, mission-style trips). One request (\$115 for speakers) was tabled for Miyoung to verify if either of the teacher applicants was a PTSA member. Of the \$3934.85 in requests, a total of \$3080.05 was approved. The specific amounts are annotated in Column 2 of Attachment # 3.
- PTSA provided refreshments for the recent Science Fair. PTSA will also provide refreshments at the upcoming Advanced Placement (AP) Reception and National Honor Society Reception.
- Next month, PTSA will consider the formation of a Nominating Committee for the PTSA Officers for the 2017-1018 School Year.
- The membership remains committed to conducting membership outreach at the feeder Elementary School's final PTSA meetings of this semester. Feeder schools are Gunston, Lane, Island Creek, and Hayfield ES. Bob volunteered to report back on when these meetings are to be held.

Announcements

- ❖ **Next Meeting: The March 9th – PTSA Meeting will be held in the Library at 1830 hours (6:30 PM).**

Adjournment:

Purvis solicited inputs for any additional announcements or new business. None were forthcoming. He suggested a Motion to Adjourn. **Bob made the motion; Julie seconded the motion. The Membership in Attendance approved the Motion by a Vote of 9 – 0.**

The Meeting Minutes for the February 9, 2017 Hayfield PTSA Meeting have been submitted by the Recording Secretary – Robert A. Williams

The Minutes are recorded as a Final Draft Submission until the Membership Votes to Accept the Minutes. The Member Sign-In Sheets are included as Attachment # 4 to the Minutes.

- Completed on March 14, 2017 and respectfully submitted.
- Minutes Finalized, Reviewed and Accepted by the PTSA: September 14, 2017
- Minutes Forwarded to Web-Master on: September 20, 2017