

# Hayfield Secondary PTSA Meeting

## Meeting Minutes

Thursday, April 11, 2019

President Heidi Frego called the meeting to order at 6:37 pm in the HSS Library. This was the eight meeting of the School Year and the primary purpose of the meeting was to receive an update on the Hawk Pantry. The Agenda is included as Attachment # 1 to the Minutes. 21 members were eventually present (17 parents, 2 students and 2 administrators) at the meeting. The sign-in sheets are included as Attachment # 2, but will not be uploaded to the PTSA Website due to privacy concerns.

**Special Presentation.** Ms. Vicky Wuerful, English Department, is the Co-Coordinator of the Hawk Pantry. She provided an update on the Pantry that formed llast year and was provided a financial support grant by PTSA. Ms. Wuerful made the following report.

- Success Stories
  - The program started February 15, 2019
  - To date, it has logged 425 student visits
  - It provides breakfast and lunch items, a limited number of take-home family meals, school supplies and toiletries (including feminine hygiene products)
  - The program has two adult volunteers, several part-time student volunteers and ten “homeroom” teachers that routinely pick up snacks for their morning classes
  - There is a pretty effective boundary established between the HS and MS programs
- Evolution of the Pantry Program
  - Organization by Subschool did not work
  - A Before School and 6<sup>th</sup> Period distribution system did not work
  - A Before and After School distribution system seems to work
- Next Steps Ahead
  - The program has an approved program logo
  - A student club is forming around its volunteers
  - The next expansion of services will be to provide a few storable lunch items in each classroom
- Lessons Learned
  - There is considerable volume of throughput in snacks. Resupply and stock control is a challenge.
  - The program was meant to supplement not replace the Free & Reduced Lunch Program
  - They are letting the stock of snacks dwindle in anticipation of the summer break
  - Juice boxes proved to be too popular. Will be replaced with refillable bottles.

- The social media drives have been effective in generating supply donations. She thanked Julie Shepard for her efforts to start these drives.
- Some students are not economically disadvantaged or truly hungry; just being opportunistic in obtaining a snack.
- The pantry was very popular on snow days when students miss breakfast.
- There are some regular visitors. The stigma attached to using the pantry has diminished but students often do time their visits or come in pairs.
- HSS is the only Region III school with a Food Pantry. We are a model for other FCPS schools.
- Ms. Wuerful thanked the PTSA for its financial and social media support.
- PTSA resolved to advertise the Hawk Pantry at the Summer Community Outreach Events and Hawk Night.

**Special Presentation.** Mike Moore, Edward Jones Financial Services, gave an information presentation of family budgeting, debt control, savings, the impact of the 2018 Tax Law change, and management of one's credit rating. In response to questions from the Membership, Mr. Moore discussed having a savings-matching program with one's children and recommended starting a Roth IRA at age 18 years. His general advice is to pay oneself first and save 15% of all earned income. His Budget Worksheet and informational flyers are included as Attachment # 3 to these Minutes.

**Student Government Association (SGA).** Lena (last name withheld for privacy reasons) made the following report on behalf of the SGA:

- On March 28, 2019, HSS held the International Night. The event was very successful and Lena thanked the PTSA for its volunteer support.
- Teacher Appreciation Week will be May 6-10 2019. SGA will present thank you gifts to teachers and staff (including custodians).
- On May 17, 2019, the faculty-student basketball game will be held.
- In response to questions from the Membership, Lena (and Mr. Grimm) explained the interaction of SGA and the class elected officers. Completion of SGA is not a prerequisite for participation in elections, but elected candidates will automatically be enrolled in SGA during the next semester.

### **Administrative Items**

Recording Secretary Robert Williams reported that the Minutes from the March meeting had been reviewed by the Executive Board and all requested changes made. The Membership reviewed the draft Minutes from the March meeting (included as Attachment # 4 to these Minutes). Two changes were suggested on page 4 which have been made. **Mr. Grimm made a Motion to approve the Minutes as corrected; Maryanne MacVicar seconded the Motion. The Minutes were approved by a vote of 18-0.**

**Principal's Report.** Mr. Grimm made the following report to the Membership:

- Students advancing in the county and state science fair competitions were recognized.
- Mr. Grimm attended (and took two students with him) to the Congressional Medal of Honor Foundation Awards Dinner. The survivors and fallen heroes of the Parkland, Florida school shooting were recognized. Two Medal of Honor (from the Vietnam War) winners spoke to HSS Civics classes. The students were very well-behaved.
- For the April Military Student Appreciation Day, the Student-to-Student Ambassador Program sponsored a speech by the first female African-American graduate of the US Military Academy.
- 250 students and parents attended the Freshmen Orientation night. Our attendance is historically low because many HSS MS students already feel comfortable with their HS.
- Prom and 8<sup>th</sup> grade dance both will occur on May 31<sup>st</sup>. Graduation is June 7<sup>th</sup>.
- Our new neighbor, Dunkin Donuts, will open on May 2nd. As a reminder, students are not allowed to leave school during the day. Also, Members in Attendance were cautioned of unusual traffic patterns.
- SOL and AP exams will occur in May. Due to the new verified credit rules, AP students will not need to take a separate SOL test in their AP classes. Parent volunteers are needed to act as assistant exam proctors on May 6, 8, 9, 10, 14 and 15<sup>th</sup>.
- Finally, Mr. Grimm encouraged Members to take the One-on-One e-surveys.

**Treasurer's Report.** Rosalynd Keys presented her financial reports for March 2019.

- The PTSA cash balance on February 28, 2019 was \$12,607.10. Income this month was from a CFC distribution, membership dues and proceeds from various fundraisers. Expenses this month were for academic letters and pins and other miscellaneous expenses. The PTSA cash balance on March 31, 2019 was \$10,953.67. Her PTSA monthly report is included as Attachment # 5 to these Minutes.
- The ANGP cash balance on February 28, 2019 was \$8963.32. There was income of \$7353.24 from various fundraisers and from donations as well as \$3300.30 in ticket sales. There were expenses this month in the amount of \$229.80. The ANGP cash balance on March 31, 2019 was \$16,087.06. Her ANGP monthly report is included as Attachment # 6 to the Minutes.
- There was a comment from the ANGP Committee that ticket sales were going well with nearly a 100 tickets being sold at the Countdown to Graduation event.

**Officer Reports**

**President** – Heidi waived her report to accommodate other business.

**1<sup>st</sup> Vice President (High School)** – Maryanne reported that on April 22-23, 2019 we are holding a restaurant night fundraiser at Kumo's Restaurant for both takeout and dine-in service. PTSA

will earn 20% of all proceeds. The flyer for this event is included as Attachment # 7 to these Minutes.

**2<sup>nd</sup> Vice President (Middle School)** – Gwen King reported that a PTSA-sponsored restaurant night fundraiser was held at Dickey's BBQ on March 27<sup>th</sup>. Gwen commended the Administration for a well-run 9<sup>th</sup> Grade Transition event and the Stay After Event (formerly Club Orange) basketball tournament against Mark Twain Middle School.

**Corresponding Secretary** – Karen Harrell was not present and made no report.

**Recording Secretary** – Robert had nothing further to report.

### **Committee Chair Reports**

**Hospitality** – Hospitality Co-chair, Julie Do, reported that the Teacher Appreciation Lunch will be May 8, 2019 and will again be catered by Kumo Asian Bistro Restaurant. It will be served in each of the four lunch periods with Kumos bringing fresh trays each period. The heaviest attendance is in Lunch periods A and B. There will be a Signup Genius for PTSA Members to bring in desserts and to volunteer for the event. Jane Kelly (member of Committee last year) is again collecting gift cards from local merchants to be used as prizes.

**Membership** – The Committee Chairs, Betlehem Mekonnen and Dallas Moore, reported that our current roles were 264 parents, 203 students and 97 faculty for a total Membership of 567 members. This is compared to 623 members by the end of the school year last year. To date, we had received \$2567.26 in donations and \$7040.00 in dues for a total Membership collection of \$9607.26. The Membership report will be included as Attachment # 8 to these Minutes.

**Legislative Liaison/Military Families Connect** – Julie made the following report: (1) On April 10, 2019, HSS held a Purple Up Day event to recognize military-affiliated students. The Blue Star Families Organization provided certificates for all military students. (2) On May 18, 2019, there will be a Memorial Day Walkathon to raise funds for the Fort Belvoir Fisher House. (3) Since the S2S Student Ambassador Program has a mission is to welcome all new students, HSS is also forming a Military Student Club. (4) The VA PTA is forming a Military Families Connect Committee and Julie will chair. (5) The S2S Student Ambassador Program at HSS received a \$250 grant from the Fort Belvoir Spouses Club.

**ANGP** – The Committee Co-Chairs, Andrea Gurrola and Elke McLaren, made the following report: (1) Ticket sales are going well. The \$80 purchase price opportunity ended on March 31<sup>st</sup>. Tickets are now \$110. Almost a 100 tickets have been sold so far. (2) The Countdown to Graduation (CTG) event also went well. One lesson learned is to have a shorter event. CTG event was held March 25<sup>th</sup> and included ANGP ticket sales, the auction for premium seating and parking at HSS Graduation Commencement, cap and gown sales, and "Proud Parent" T-shirt sales. (3) The CTG yard signs have sold out. (4) The last ANGP fundraiser will be a restaurant night at Panera Bread on April 12<sup>th</sup>. The flyer is included as Attachment # 9 to these Minutes. (5) The next Committee meeting is on April 23<sup>rd</sup>.

**Volunteer** – The Committee Chair, Nohelia Lewis, reported that there is a Signup Genius for the Teacher Appreciation Lunch to include fruit, water and dessert donations, and a setup and serving crew. Jane Kelly is collecting local business gift cards to use as raffle prizes at the event. Glam Day Spa donated ten \$80 gift cards.

**Special Education PTSA Liaison** – The Committee Chair, Jennifer Benecke, was not present so Julie Shepard made a report on her behalf. The next Committee meeting is on April 30<sup>th</sup>, there is a workshop on April 26<sup>th</sup>, and a Wellness (anti-anxiety) education event at Mount Vernon High School on April 30<sup>th</sup>.

**Boosters (names are listed on Attachment # 1)**

- Athletics – No Report
- Band – No Report
- Choral – No Report
- Drama – Karen Patrick was absent but Heidi reported that the production of *The Newsies* will be held May 2-4 and 10-11. The Summer 2019 Drama Hawks will be in late July and will be *Mamma Mia*. Tryouts will be May 18<sup>th</sup>.
- Orchestra – Andrea reported that there will be a MS Concert on May 21<sup>st</sup> and a HS Concert on May 30<sup>th</sup>.

**Fundraising** – Vacant

**CFC** – The Committee Chair, Paul Otto, was not present but Heidi reported that our application to participate in the 2020 Campaign has been received by the Office of Personnel Management.

**eScript & Box Tops for Education** – Committee Chair, Alisa Biache, was not present but Heidi reported that we are still collecting for next year.

**Scholarships** – Committee Chair, Kim Torrance, was absent but Heidi reported that several communications about the PTSA scholarship program have gone out. The scholarship applications are due April 24<sup>th</sup>, and the Committee will review applications on April 30<sup>th</sup>.

**Old Business:** Heidi reported that the Ethiopian/Eritrean Cultural Event was held on April 6, 2019. Approximately 40 students from multiple HS performed. It was a cultural event involving music, dance and drama events. Nearly 1000 people attended the performances. Tickets were sold for \$10 and profits will be distributed to the various participating PTSAs. There was some discussion that it was disappointing that no official representatives of other schools or other PTSAs attended. The concessions stands ran out of supplies and PTSA made \$600 in funds.

**New Business:** The **Nominating Committee** comprised of Dallas Moore, Nohelia Lewis and Julie Shepard presented the slate of officers for the 2019-2020 school year to the Membership in Attendance. The slate is as follows:

President – Heidi Frego, 1<sup>st</sup> VP – Maryanne MacVicar, 2<sup>nd</sup> VP – Nohelia Lewis, Treasurer – Rosalynd Keys, Recording Secretary – Robert Williams, Corresponding Secretary – Karen Harrell  
The election will take place at the May meeting.

Open positions exist for Chairs of the following Committees: Reflections, Fundraising, ANGP, Boxtops, Hospitality, Volunteers and Membership. Heather Bennett will be the new Chair of the Communications Committee (formerly Webmaster).

**Action Items:** Heidi reported she will need three volunteers to form an Audit Committee to audit our financial records.

### **Announcements**

- ❖ **Next Meeting: May 9, 2019 at 6:30 pm in the Career Center. We will hold the election for the 2019-2020 Officers.**
- ❖ **Upcoming dates are listed on Attachment # 1.**

### **Adjournment:**

Heidi solicited inputs for any additional announcements or new business. None were forthcoming. She suggested a Motion to Adjourn. **Maryanne made the Motion to Adjourn; Julie Shepard seconded the Motion. The Membership in Attendance approved the Motion by a Vote of 14 – 0. The Meeting adjourned at 8:39 pm.**

The Meeting Minutes for the April 11, 2019 Hayfield PTSA Meeting have been submitted by the Recording Secretary – Robert A. Williams

The Minutes are recorded as a Draft Submission until the Membership Accepts the Minutes.

- Completed on May 3, 2019 and respectfully submitted to the Executive Committee.
- Reviewed by the Executive Board on May 6, 2019 and tabled for the May 9, 2019 PTSA meeting for consideration and approval.
- Minutes Finalized, Reviewed and Accepted by the PTSA: May 9, 2019
- Minutes Forwarded to Web-Master on: May 23, 2019