

Hayfield Secondary PTSA Meeting

Meeting Minutes

Thursday, November 8, 2018

President Heidi Frego called the meeting to order at 6:30 PM in the HSS Library. This was the third meeting of the School Year and the primary purpose of the meeting was to hear from the HSS Career Center. The Agenda is included as Attachment # 1 to the Minutes. 24 members (four students, two faculty, and 18 parents) were present. The sign-in sheets are included as Attachment # 2, but will not be uploaded to the PTSA Website due to privacy concerns.

Student Government Association (SGA) Report. Three members of the SGA (Selamauvit, Gabrielle and Jada (last names withheld)) made the report from the Association.

- The students thanked the PTSA for assistance with various Homecoming week events including Hawktober Fest and for conducting the Coat and Shoe Check at the Homecoming Dance. Heidi congratulated the Association on a well-run Homecoming.
- Next to Homecoming, the biggest SGA-sponsored event of the year is International Night that will be held on March 28, 2019.
- On November 9, 2018, HSS will host a Veterans Day luncheon to honor teachers who have served in the Armed Forces. SGA is presenting gifts to these everyday heroes.

Administrative Items

Recording Secretary Robert Williams reported that the Minutes from the October meeting had been reviewed by the Executive Board and all requested changes made. The Membership reviewed the draft Minutes (included as Attachment # 3 to these Minutes). **Julie Shepard made a Motion to approve the Minutes; Maryanne MacVicar seconded the Motion. The Minutes were approved by a vote of 21-0.**

Principal's Report. Principal Martin Grimm and Associate Principal Alfonzo Smith made the following report.

- HSS was the only school in FCPS to win the Purple Star Award for support of its military student population
 - At the planned awards ceremony scheduled for 3:00 pm on November 12, 2018, in the Middle School Lecture Hall, the Fort Belvoir Commander will be the guest speaker and former State First Lady, Mrs. Dorothy McAuliffe, will attend.
 - The award is given by the Virginia Department of Education.
 - It is awarded in conjunction with the Interstate Compact on Educational Opportunities for Military Children.

- Mr. Grimm asked the PTSA to host the reception (for approximately 50 attendees) after the awards ceremony. He envisioned a cake, light snacks and beverages.
- Julie Shepard will have lead for PTSA for coordinating this reception.
- The 1st Quarter has ended. Report cards will be available to students to take home on November 14th. As a reminder, no quarterly reports will be mailed home any longer.
- The Drama Hawks production of *An American Idiot* is currently ongoing.
- All Fall sports have completed except for football playoffs. On Friday, November 12th, HSS will play Mount Vernon High School in the first playoff game. The winner of that game will play the winner of the Freedom HS vs. Hilton HS game on November 19th.
- Winter sports will be starting soon.
- In response to Questions from the Membership, Mr. Grimm explained that HSS would stay with a quarterly grading system rather than changing to a rolling grading system.
- Mr. Grimm introduced Ms. Amy Ferguson, the Director of the HSS Career Center.
 - Ms. Ferguson discussed her professional background and the Center mission.
 - That evening, HSS had held its Financial Aid Information Brief. Other key events during the year are the Junior Class and Senior Class Information Nights, the College Fair, and college visits/interview days.
 - She advises the 2100 HS students on college admissions, financial aid and scholarships. She also advises the student body on career education.
 - Communications from the Center are made: (1) via the SIS account system; (2) by emails from the Center staff; and (3) via the Naviance system (<https://student.naviance.com>). Ms. Ferguson highlighted the Scattergram function of the Naviance website that calculates a student's chance of gaining admission to a particular university based on SAT/ACT scores, GPA and the parent high school system. She also discussed the College Match feature which identifies "match" universities based on school size, locale, major, athletic opportunities and extracurricular activities. The point of these tools is to foster reasonable expectations for the students. A Naviance information sheet is included as Attachment # 4 to the Minutes.
 - Ms. Ferguson explained the role her office plays in identifying and helping students apply for scholarships. She responded to Questions from the Membership on the different target applicant scholarships available.
 - Finally, in response to another Question from the Membership, she explained the different college and scholarship educational opportunities available to parents, including those via the College Access Fairfax program aimed at MS and early HS families.

President's Report. Heidi made the following report to the Membership:

- Heidi discussed the efforts of the Bylaws Committee (which consisted of Chair Purvis Dawson, Heidi, and members Maryanne MacVicar, Robert Williams and Julie Shepard) which had reviewed and modified the Virginia PTA template Bylaws. The Committee's recommended Bylaws are included as Attachment # 5 to these Minutes. They were presented at the October meeting and posted on the PTSA website for the 30-day review window. **Katherine Friend made a Motion to accept the amended Bylaws; Maryanne seconded the Motion. The Bylaws were approved by a vote of 27-0.**

Treasurer's Report

Rosalynd Keys presented her financial reports for November.

- The PTSA cash balance on September 30, 2018 was \$16,069.10. Expenses this month included the \$300 license fee for the showing of the film *Screenagers*, \$1983.75 for State and county PTA dues; \$306.00 for our liability insurance payment; and \$100 to purchase Thanks-a-Latte teacher recognition awards. The PTSA cash balance on October 31, 2018 was \$14,678.23. Her PTSA monthly report is included as Attachment # 6 to the Minutes.
- The ANGP cash balance on September 30, 2018 was \$7340.47. There was income from various fundraisers. The only expenses (other than payment of supplies for fundraisers) this month was payment of \$1992.67 for the Class of 2018's gift to HSS of a new scoreboard for the basketball gym. The ANGP cash balance on October 31, 2018 was \$4310.65. Her ANGP monthly report is included as Attachment # 7 to the Minutes.

Officer/Committee Chair Reports

1st Vice President (High School) – Maryanne had nothing further to report.

2nd Vice President (Middle School) – Gwen King made the following report:

- A PTSA Restaurant Night was held by Moe's Southwest Restaurant in the Hilltop Shopping Center on October 24, 2018 from 5:00 pm to 8:00 pm. This resulted in \$224.80 in income for PTSA.
- There will be another Restaurant Night to be held on November 28, 2018 at the Green Turtle Restaurant in the same shopping center.
- The Middle School dance will be held on December 13, 2018.
- Monthly checking account reconciliations have been completed for the PTSA and ANGP accounts for the months of September and October.

Corresponding Secretary – Karen Harrell was not present.

Recording Secretary – Robert Williams had nothing further to report.

Hospitality – Heidi reported for the Committee Chair, Julie Do, on the Committee’s activities:

- A reception is planned for the National Honor Society on December 4, 2018.
- A reception is planned for the Junior National Honor Society on December 7, 2018.
- The committee will host, on December 18, 2018, an AP scholar reception that recognizes 2018 graduates for achievement on AP examinations.

Membership – The Committee Co-Chairs, Betlehem Mekonnen and Dallas Moore, reported that our current roles are 256 parents, 192 students and 89 faculty for a total Membership of 537 members. This is compared to 623 members by the end of the school year last year. To date, we had received \$2,457.26 in donations and \$6815.00 in dues for a total Membership collection of \$9,272.26. Their Membership report is included as Attachment # 8 to these Minutes.

Reflections – Heidi made the following report on behalf of Committee Chair Dottie Andrews:

- The deadline for competition submissions was November 2, 2018.
- We received three student submissions (one HS; two MS) which will be forwarded onto the District competition.

Legislative Liaison/Military Families Connect – Julie Shepard made the following report:

- The last Fairfax County PTA meeting screened the movie *Screenagers* which details the challenges of the digital age for youth.
- The Virginia PTA held a Family Engagement Conference on October 20, 2018. Julie made a presentation on engagement with military families.
- Julie reported that the HSS PTSA Facebook is up and running fine.
- Julie commented on the School’s winning of the Purple Star Award discussed earlier by Mr. Grimm.
- On December 3, 2018, the Fairfax County PTA is holding an Advocacy Day when local PTA members have the opportunity to speak to the School Board and Board of Supervisors members.

ANGP – The Committee Co-Chairs, Andrea Gurrola and Elke McLaren, made the following report:

- Current fundraisers include the blanket sales, online rebate programs through Schwan’s frozen meals/food truck delivery sales and www.shutterfly.com, and yard flockings. The advertisement flyer for the online efforts is included as Attachment # 9 to the Minutes.
- Approximately \$1000 has been paid out for the park deposit. In addition, advances on fundraiser products have been made so that now, before fundraising proceeds start to roll in, is the low point of the ANGP budget.

Volunteer – The Committee Chair Nohelia Lewis had nothing further to report.

Boosters

- Athletics – No Report
- Band – No Report
- Choral – No Report
- Drama – Karen Patrick reported that the Drama Department’s first production (*An American Idiot*) was presently in production. The next production will be in January.
- Orchestra – Andrea reported that the Orchestra has a concert upcoming in December 2018. The Election Day fundraiser was hampered by the dismal weather.

Fundraising – Vacant

CFC – The Committee Chair Paul Otto reported that signs have gone up advertising the Combined Federal Campaign and PTSA’s CFC number (22340). The CFC is ongoing for Federal agencies now and ends January 11, 2019. The HSS CFC flyer is included as Attachment # 10 to the Minutes.

eScript & Box Tops for Education – Heidi reported for Committee Chair Alisa Biache that the first turn-in of the year (conducted on November 1) resulted in proceeds paid to the school in the amount of \$340.90.

Unfinished Business: Heidi reported that PTSA still needs a Fundraising Committee Chair and a Liaison Officer to the Special Education PTSA. On November 12, 2018, in honor of Veterans Day, HSS will honor Veterans with a day of cellular phone silence. That evening, HSS will be hosting a viewing of *Screenagers* in the Auditorium for the feeder ES. The multi-school Ethiopian/Eritrean Cultural Music/Dance event will be held on April 6, 2019. A planning meeting will be held on November 19th.

New Business: Heidi led a discussion of the PTSA’s Mini Grant Program used to supplement curriculum development, programs and professional development within HSS. Teachers can apply for special projects that are not funded through the normal FCPS budgeting process. PTSA has budgeted \$3,000.00 for Mini Grants. The deadline for applications is December 14, 2018 and applications will be considered at the January meeting. The application form is included as Attachment # 11 to the Minutes.

Announcements

- ❖ **Next Meeting: The December 2018 meeting will be held on December 13, 2018, at 6:30 pm in the HSS Library.**
- ❖ **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. **Purvis Dawson made the Motion to Adjourn; Rosalynd seconded the Motion. The Membership in Attendance approved the Motion by a Vote of 21 – 0. The Meeting adjourned at 7:53 pm.**

Action Items: None at this time.

The Meeting Minutes for the November 8, 2018 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.

- Completed on November 22, 2018 and respectfully submitted to the Executive Committee.
- Reviewed by the Executive Board on December 6, 2018 and tabled for the December 13, 2018 PTSA meeting for consideration and approval.
- Minutes Finalized, Reviewed and Accepted by the PTSA: December 13, 2018
- Minutes Forwarded to Web-Master on: February 1, 2019