

Hayfield Secondary PTSA Meeting

Meeting Minutes

Thursday, January 10, 2020

President Heidi Frego called the meeting to order at 6:37 pm in the HSS Library. This was the fourth meeting of the School Year and the primary purpose of the meeting was to consider and approve Faculty Mini-Grants for the School Year. **The Agenda is included as Attachment # 1 to the Minutes.** 22 members were eventually present (16 parents, 3 students and 3 faculty) 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.** Heidi welcomed all new and returning PTSA members.

Administrative Items

Recording Secretary Robert Williams reported that the Minutes from the November meeting **(included as Attachment # 3 to these Minutes)** had been reviewed by the Executive Board and all corrections made. Robert did note that the date of the completion of the Executive Board's review still needed to be added to the Minutes. After giving the Members an opportunity to review the Minutes, **Robert called for a vote to approve. Mr. Grimm made the Motion; First Vice President Maryanne MacVicar seconded the Motion; it was approved by a vote of 18-0.**

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

- Mr. Grimm first briefed that the FCPS Superintendent had presented his \$3.2B annual budget to the School Board. It called for continuing efforts to increase teacher pay equitably with other local jurisdictions and to raise Teacher Assistant pay to 50% of that of accredited Teachers.
- Mr. Grimm then announced that Associate Principal Alfonso Smith had been promoted to the Principal of Lee High School after nine years at HSS. He is the fifth HSS Associate Principal to move onto his/her own school. Mr. Grimm introduced the new Acting Associate Principal, Ms. Jevon Rogers. Ms. Rogers briefed her background and made a few welcoming remarks.
- Mr. Grimm briefed that there would be a Pyramid wide Mental Health and Wellness Workshop for parents on February 20 at HSS time TBD. (*Snow date Feb. 25) . Heidi explained that the FCPS PTSA encourages educational sessions to include the feeder elementary school parents. Recent successful briefs included the vaping education.
- Finally, Mr. Grimm briefed the Administration's response to concerns on the Parental Survey question on "Does my school support me in helping me to support my child?"
- Also on Monday January 20th, volunteers at HSS will be packing care packages for deployed Service Members. Donations and volunteers are needed for the event.

Student Government Association (SGA). Students Ezriella and Ellena (last names not used due to privacy concerns) provided the following report:

- Before the Winter Break, HSS Spirit Week went well with spirit clothing days and a pep rally for the Winter Sports Teams. The December Mr. Hawk Contest also went well.
- The Class of 2020 is hosting a Sadie Hawkins Dance in the MS Lecture Hall on January 18th from 7-10 pm. It will be a blacklight glow-in-the-dark dance. SGA needs PTSA volunteers to act as chaperones and staff the door. *Note: This event was postponed to a later date.*
- The major upcoming event is International Night on March 12, 2020.
 - There will be an interest meeting on January 14th.

Officer Reports

Treasurer – Rosalynd Keys made the following report:

- Rosalynd presented the monthly financials for November 2019. The PTSA account balance on November 1, 2019 was \$15,742.78. Income this month was from Membership dues and various fundraisers (including Bingo Night) in the amount of \$2041.70. Expenses this month were \$1353.52. The PTSA account balance on November 30, 2019 was \$16,430.96. **Her PTSA November 2019 monthly report is included as Attachment # 4 to these Minutes.**
- Rosalynd presented the monthly financials for December 2019. The PTSA account balance on December 1, 2019 was \$16,430.96. Income this month was from Membership dues and various fundraisers (including the Drive4UrSchool Event) in the amount of \$1162.44. Expenses this month were \$5.00. The PTSA account balance on December 31, 2019 was \$17,588.40. **Her PTSA December 2019 monthly report is included as Attachment # 5 to these Minutes.**

President – Heidi waived her report in the interests of saving time for the Mini-Grant business.

1st Vice President (High School) – Maryanne reported that she had attended the Student Services Advisory Council Meeting for the Middle School. Hayfield Pyramid goals were discussed. Classroom lessons included bullying and signs of suicide. Students in attendance provided impact statements. She also reported that the HSS Club Girls Supporting Girls with supply support from the local nonprofit organization BRAWS was moving forward with their project to install feminine hygiene products in ten (10) HSS girl's restrooms.

2nd Vice President (Middle School) – Nohelia Lewis had nothing significant to report.

Corresponding Secretary – Karen Harrell was not present and Heidi had nothing significant to report on her behalf.

Recording Secretary – Robert had nothing further to report.

Committee Chair Reports

ANGP (2020) – The Committee Chair, Dahlia Graham, was not present and Heidi had nothing significant to report on her behalf.

Hospitality – Hospitality Co-chair, Julie Do, reported that the National Honor Society reception on December 4, 2019, and the Junior Honor Society reception on December 13, 2019 went well. The next event to be sponsored by the Committee will be the Science Fair Breakfast on February 1st.

Membership – The Committee Co-Chair, Dallas Moore, reported that our current roles were 307 parents, 222 students and 127 faculty for a total Membership of 656 members. This is compared to 567 members by the end of the school year last year. To date, we had received \$2025.00 in donations and \$7875.00 in dues for a total Membership collection of \$9900.00. **The Membership report is included as Attachment # 6 to these Minutes.**

Legislative Liaison/Military Families Connect – Committee Chair Julie Shepard reported that State PTSA representatives will meet with Virginia legislators on January 20th. The Virginia PTSA Annual Meeting is on January 25-26, 2020, and the Virginia General Legislature will host PTSA Day on January 27th. Julie had attended the FCPS Council of PTSAs and is sponsoring a resolution on remote enrollment for military children.

Reflections – The Committee Chair, Tammy Grunkemeyer was present, but waived her update until next month due to the Mini-Grant review.

Volunteer – The Committee Co-Chair, Summer Von Stein, was not present and Heidi had nothing significant to report on her behalf.

Communications – The Committee Chair, Heather Bennett, was not present and Heidi had nothing significant to report on her behalf.

Special Education PTSA Liaison – The Committee Co-Chair, Jennifer Benecke, reported that on January 14th the FCPS SEPTA was holding a forum on parents can advocate on behalf of their special needs children.

Boosters (names are listed on Attachment # 1)

- Athletics – No report
- Band – No report
- Choral – No report
- Drama – Heidi reported that the next productions would be musicals; with HS performances on January 30th-February 1st and February 6th-8th. MS performances will be January 27th-28th.
- Orchestra – No report

Fundraising – The Committee Chair, Gwen King, reported that PTSA will hold a 50/50 raffle at the basketball game against Centerville HS on January 17th and several restaurant nights in the Spring Semester. PTSA will also sell concessions at International Night on March 12th.

CFC – No report

eScript & Box Tops for Education – No report

Scholarships – The Committee's activities have not yet kicked off.

Old Business: No items of old business were discussed.

New Business: Heidi introduced the Mini-Grant Committee Chair, Kim Torrance, who made the annual presentation of submitted grants for Membership approval. Interested teachers, who must be PTSA members, submitted applications for a mini-grant by the December 13, 2019 deadline. Kim confirmed PTSA membership for those teachers submitting grants. Mini-grants may be awarded for classroom supplies not covered by FCPS, professional development of teachers, curriculum development projects, and student experience trips. Mr. Grimm had previously sent out the rules and forms of the mini-grant process. Department Chairs had to favorably endorse applications. Kim reviewed and compiled the applications for Membership vote. Mini-grants can be approved up to \$300 and there is \$3000 budgeted for this line item in the PTSA budget. Last year, we had 20 applications that requested \$5,411.88 in grants. We approved \$2,974.00 in grants last year. This year, we had 25 applications requesting \$6,613.59 in grants.

Kim explained the ground rules for considering grant applications. Detailed applications along with supporting documentation assist the Membership during the evaluation / review process for the grant. We seek grants that positively impact as large a percentage of the student population as possible. That said, we encourage innovation and curriculum development. We recognize faculty frustration with some required items that FCPS simply cannot or will not pay for. We aim to treat similar classes of requests in a similar fashion. For example, most classroom supplies that parents could donate were denied. Conference requests were approved for 50% of the requested amount. Classroom supplies were approved for 50% of the requested amount. Mr. Grimm committed the Administration to funding most requests for classroom equipment. Unique classroom furniture and curriculum development equipment/tools were generally fully funded.

Kim briefed each grant in order (Attachment # 7). The approved amounts for individual Mini-Grants are annotated in Attachment # 7. There was \$2,992.48 approved in Mini-Grants. The Membership in Attendance commended Kim for a nice job in compiling and briefing the grants.

Action Items: Heidi reported the status of the following five action items will be tracked: (1) Mini-grant notifications will need to go out; (2) Reflections Competition recognition will be discussed at the February meeting; (3) Heidi is seeking a replacement Chair for the CFC Committee to replace Paul Otto; (4) Summer will collect the names of volunteers for future PTSA-supported events; and (5) Heidi will mail the congratulations card for Mr. Smith that was circulated during the meeting.

New Business: Heidi reported that the only other new business had to do with the Scholarship Committee. HSS PTSA will offer four \$500 student scholarships. PTSA scholarships will no longer be advertised through the HSS Career Center, but will be submitted to PTSA directly. They will be reviewed during the last week of April.

Announcements

- ❖ **Next Meeting: February 13, 2020 at 6:30 pm in the HSS Library.**
- ❖ **Upcoming dates are listed on Attachment # 1.**

Adjournment:

Heidi solicited inputs for any other announcements or new business. None were forthcoming.

Maryanne made a Motion to Adjourn; Dallas seconded the Motion. The Membership in Attendance approved the Motion by a Vote of 18 – 0. The Meeting adjourned at 8:10 pm.

The Meeting Minutes for the January 10, 2020 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 January 16, 2020 and respectfully submitted to the Executive Committee.
- Reviewed by the Executive Board on February 12, 2020 and tabled for the April 30, 2020 PTSA meeting for consideration and approval.
- Minutes Finalized, Reviewed and Accepted by the PTSA: April 30, 2020
- Minutes Forwarded to Web-Master on: May 18, 2020