

Hayfield Secondary PTSA Meeting

Meeting Minutes

Thursday, November 14, 2019

President Heidi Frego called the meeting to order at 6:35 pm in the HSS Library. This was the third meeting of the School Year and the primary purpose of the meeting was to meet the HSS Hawk (Food) Pantry Faculty Representative and the Military Family Life Counselor (MFLC) assigned to HSS by Fort Belvoir to assist military children. **The Agenda is included as Attachment # 1 to the Minutes.** 23 members were eventually present (18 parents, 2 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 October meeting **(included as Attachment # 3 to these Minutes)** had been reviewed by the Executive Board and all corrections made. 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. The Motion was approved by a vote of 23-0.**

Guest Speaker, Ms. Julie Riley, Faculty Sponsor, Hawk Pantry. Ms. Riley gave an update on the Hawk Pantry, which began as a PTSA-sponsored activity in the 2018-2019 School Year:

- Students using the Pantry are required to obtain a pass from a teacher or a counselor.
- Pantry provides school supplies, hygiene products, feminine hygiene products, breakfast items, and snack items.
- As the school year ends, unused canned items were donated to Koinonia.
- This Fall 2019 semester, the Pantry has run a Healthy Food Drive, through 6th period teachers. This is both an education and donation drive. **The Flyer for this program is included as Attachment # 4 to the Minutes.**
- Current donations needed are healthy snacks. The Pantry has an adequate supply of school supplies and toiletries.
- In response to Q&A from the Members:
 - Students requesting Pantry passes is a good touch point for counselors to learn about home problems.
 - Students only need be eligible for Free & Reduced Lunch fare or provide minimal justification in order to access Pantry.
 - The Pantry has tried a limited project of sending weekend meals home for some students (in specially packed backpacks). This was of limited success but the Pantry may try again in the future, at least for homeless students.

- Donations of fruit are not desired because of spoilage. Sealed snack type fruit cups are ok.
- The HSS Hawk Pantry is a model project for other schools. Also, FCPS is looking at a county-wide program.

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

- On Veterans Day, SGA provided blankets as gifts for Veteran teachers.
- SGA is sponsoring the Mr. Hawk Talent Contest.
 - SGA will assign a “double” to all contestants for talent development
 - The Choir will do a memorial mini-concert for Mr. Krushinski.
- On December 13th, HSS will hold a Winter Pep Rally.
- Another major upcoming event is International Night in March 2020.
 - There will be an interest meeting after the Winter Break.

Guest Speaker, Ms. Susan Aaron, MFLC, Fort Belvoir. Ms. Aaron is a DoD Contractor MFLC, assigned by Fort Belvoir as the Child and Youth Behavioral Military and Family Life Counselor. She works full-time at HSS to assist military students . She is a licensed professional counselor. HSS has provided her with an office. There is also an MFLC at Mount Vernon HS. The HSS Military Student population is 17-18% of the total population. If a non-military student comes to her for assistance, she will refer them to the School Psychologist. She is allowed to leave school grounds to meet with parents.

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

- Mr. Grimm first discussed the death of the HSS Chorus Teacher, Mr. Walter Krushinski, at the untimely age of 41 years. The school has activated the Grief Crisis Team.
- Mr. Grimm then discussed the FCPS Multi-Tiered System of Support (MTSS).
 - The three tiers are based on the concept that 85% of students are achieving at a grade appropriate level; 15-20% need extra help; and 5% need significant help to function academically with their age peers.
 - Elements include special classes, the HSS Writing Center, tutor programs and SOAR periods.
 - The program also addresses behavioral problems and learning disabilities that can hinder learning.
 - The academic goal of the program is to have students in the classroom, on time, and prepared to learn. This goal implicates individual teacher differences. For example, teachers may differ on the definition of tardy.
 - We need two HS and two MS parents to serve on the committee.
- Mr. Grimm then discussed the new Hawks on Time program. The program is working very well. Tardiness in the school is way down.

Officer Reports

President – Heidi thanked the PTSA for its support of the Hawktoberfest event. She also announced that there would be a memorial service for Mr. Krushinski on February 23rd.

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

2nd Vice President (Middle School) – Nohelia Lewis was not present and Heidi had nothing significant to report on her behalf.

Corresponding Secretary – Karen Harrell was not present and Heidi read a thank you note from the SGA regarding PTSA assistance with Hawktoberfest.

Recording Secretary – Robert had nothing further to report.

Treasurer – Rosalynd Keys made the following report:

- Rosalynd presented the monthly financials for October. The PTSA account balance on October 1, 2019 was \$14,721.11. Income this month was from Membership dues and various fundraisers in the amount of \$1121.67. Expenses this month were \$100.00. The PTSA account balance on October 31, 2019 was \$15,742.78. **Her PTSA September 2019 monthly report is included as Attachment # 5 to these Minutes.**
- The second half of Rosalynd's report was on the All Night Grad Party (ANGP) monthly financial reports and is incorporated into the ANGP Committee report below.

Old Business: The following items of Old Business were discussed:

- The Chair of the Reflections Committee, Tammy Grunkemeyer, reported that there were 11 entries for the HSS Competition; one musical entry, three photo entry, three visual arts, and four literature entries. Four of these entries have been advanced to the County-wide competition. **The Reflections brief sheet is included as Attachment # 6 to these Minutes.**
- Since Fundraising Committee Co-Chair, Gwen King, was not present, Heidi reported that the Drive 4Ur School event on November 3rd went pretty well. The School earned \$20 per test drive from Sheehy Ford. There were 53 test drives and 49 drivers completed the required post-test drive survey. The School earned \$980.
- Organizer Trina Estrada-Good discussed the HSS Bingo Night to be held on November 22nd. It will start at 5:30pm. Participants can preorder pizzas on Facebook. There should be ten prize baskets of donated items each worth \$75 and above. The event is open to the general public. Trina did ask for donation of gift cards in the event of tied winners.

Committee Chair Reports

ANGP (2020) – The Committee Chair, Dahlia Graham made the following report:

- Dahlia rebriefed the ANGP Budget for the School Year: (1) the balance forward from the 2019 Committee was \$2227.34 (which now includes \$1000 that last year's committee paid for the Adventure Park deposit); (2) projected income from fundraisers is \$39,528.34; (3) projected expenses are \$36,210.00; and (4) projected

balance forward to the 2021 Committee is \$2318.34. **The proposed ANGP Budget is included as Attachments # 7 to these Minutes.**

- Dahlia briefed the ANGP financial report for September 2019: (1) the balance forward on September 1, 2019 was \$2292.75; (2) income from fundraisers was \$3038.83; (3) expenses were \$20.85; and (4) the ANGP account balance on September 30, 2019 was \$5310.71. **The ANGP financial report for September 2019 is included as Attachments # 8 and # 9 to these Minutes.**
- The Committee needs a volunteer to act as Co-Chair.
- Dahlia conducted a review of fundraisers conducted to date. Burtons and Panda Express restaurant nights have been completed. The Noodles & Co. night is scheduled for December 3rd. She also discussed the standing fundraisers and sales.

Hospitality – Hospitality Co-chairs, Julie Do and Marlow Townes, reported that the next Committee events are the National Honor Society on December 4, 2019, and Junior Honor Society reception on December 13, 2019 and the AP Scholar reception (date TBD).

Membership – The Committee Co-Chairs, Dallas Moore and Samrawit Tefara, reported that our current roles were 307 parents, 221 students and 122 faculty for a total Membership of 650 members. This is compared to 567 members by the end of the school year last year. To date, we had received \$2015.00 in donations and \$7855.00 in dues for a total Membership collection of \$9870.00. **The Membership report is included as Attachment # 10 to these Minutes.**

Legislative Liaison/Military Families Connect – Committee Chair Julie Shepard reported that the FCPS Family Advocacy Night will be held in January 2020. The HSS Veteran's Day celebration was held on November 11th. Julie also discussed remote enrollment of military students.

Reflections – The Committee Chair, Tammy Grunkemeyer, had previously reported the Committee's business in Old Business.

Volunteer – The Committee Co-Chair, Summer Von Stein, reported that upcoming volunteer opportunities will be presented in New Business and Open Action Items below. The Sign Up Genius for Bingo Night has been posted.

Communications – The Committee Chair, Heather Bennett, was not present so Heidi reported that Heather runs the HSS PTSA website and is in the process of taking over the PTSA Facebook page.

Special Education PTSA Liaison – The Committee Co-Chairs, Jennifer Benecke and Sara Yezefski, were not present and Heidi had nothing significant to report on their behalf.

Boosters (names are listed on Attachment # 1)

- Athletics – No report
- Band – No report
- Choral – No report
- Drama – Karen Patrick reported that the first HS production of the School is *Jesus Christ Superstar* and is currently underway.

- Orchestra – Andrea Gurrola reported that the Orchestra is conducting fundraisers to support their activities. The Winter MS concert will be on December 10th; the Winter HS concert will be on December 15th. She also discussed District Orchestra tryouts.

Fundraising – The Committee’s report was included in Old Business.

CFC – The Committee Chair, Paul Otto, reported that our annual report has been submitted. Our description in the CFC Regional Guide has been corrected from last year. **The CFC Flyer is included as Attachment # 11 to the Minutes.**

eScript & Box Tops for Education – Heidi reported for Alisa Biache that the first collection ended on November 1st and resulted in a collection of \$174.60 for the School. She also explained that the Boxtops program is converting to an electronic format over the next three years.

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

New Business: Heidi discussed two items of New Business. First, since the Mini-Grants Committee Chair, Kim Torrance, was not present, she briefed how the program would work. Applications will be issued on November 14th; they are due from teachers on December 13th; and the PTSA will vote on applications at the January 2020 meeting. Second, HSS will be sponsoring a Mental Health and Stress Education event for the feeder ES in January 2020.

Action Items: Heidi reported that the only open Action Items are for (1) volunteers are needed for the Bingo Night event on November 22nd; (2) the CFC Campaign signs will be posted; and (3) the Reflections Competition participants will be recognized at the March 2020 meeting.

Announcements

- ❖ **Next Meeting: January 9, 2020 at 6:30 pm in the HSS Library.**
- ❖ **Note: there will be no meeting in December 2019.**
- ❖ **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; Julie SHepard seconded the Motion. The Membership in Attendance approved the Motion by a Vote of 15 – 0. The Meeting adjourned at 8:19 pm.

The Meeting Minutes for the November 14, 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 November 30, 2019 and respectfully submitted to the Executive Committee.
- Reviewed by the Executive Board on December 26, 2019 and tabled for the January 9, 2020 PTSA meeting for consideration and approval.
- Minutes Finalized, Reviewed and Accepted by the PTSA: January 9, 2020.
- Minutes Forwarded to Web-Master on: January 12, 2020.