

Minutes - Hayfield Secondary PTSA Monthly Meeting
Mike Lambert's Home
Wednesday, December 11, 2013 - 6:30 p.m.

Mike Lambert, President	Monica Selcik, Hospitality
Robin Jones, Treasurer	Chloe Morton, SGA Representative
Cynthia Andrews, Membership Chair	Ronica Crevecoeur, SGA Representative
Amy Zirkle, Academic Booster Chair	Marie Sudik, ANGP Co-chair/CFC Rep
Cheryl Spohnholtz, Corresponding Secretary	Ken Halla, HSS Gov't/History Teacher

Meeting Opening

- Following a brief round of holiday appetizers and desserts, **Mike Lambert** convened the business portion of the meeting at 6:54 p.m.

Approval of November 2013 Meeting Minutes:

- The November draft minutes were posted on the hssptsa.org website for review in advance of this meeting, and were also distributed among the group for review at this meeting. Upon final review, a motion was made, seconded and unanimously passed (with no additional discussion), to adopt the November 2013 meeting minutes as presented.

President's Report: Mike Lambert

- Mike reported that he was working with **Shay Millner** (Directory Chair) and **Cynthia Andrews** (Membership Chair) to prepare the final draft of the 2013-2014 school year HSS student/staff directory for electronic distribution to the PTSA membership by the end of December.

Principal's Report: Dave Tremaine

- **Mr. Tremaine** had a last-minute conflict and was unable to make the meeting, but sent along warm wishes for a fun, safe and relaxing upcoming holiday break to all attendees.

Treasurer's Report: Robin Jones

- Robin reported that the cash balance of the primary PTSA account as of November 30 is \$18,985.10.
- Robin reported that the balance of the All Night Grad Party (ANGP) account as of November 30 is \$10,284.99

Committee Reports:

All Night Grad Party

- The "Date Night" raffle is set for Dec. 12, where 35 sets of prizes will be awarded.
- ANGP Committee is still selling HSS blankets (without graduation years).
- ANGP Committee is planning for TWO "Countdown to Graduation" events, one 99 days out from graduation, and the other 50 days out.
- **Marie Sudik** is using Twitter to pitch ANGP ticket sales.
- HSS seniors will receive the first round of ANGP ticket sales forms next week.

Membership

- **Cynthia Andrews** reported that for the 2013-2014 school year through Dec. 11, a total of \$8,286.01 in membership dues have been collected from a total of 702 members.
- Cynthia also reported a total of \$918 in donations have been collected as of Dec. 11.
- For the five ANGP 2014 sponsored “practice SAT” sessions scheduled in September and November of 2013, and February, March and April of 2014, a total amount of \$1,544.72 was collected through Dec. 11.

Academic/Mini-Grants

- **Amy Zirkle** received 21 applications for academic mini-grants by the submission deadline (Nov. 30), each of which were individually reviewed and discussed, and voted upon for approval or denial at this meeting. The disposition list is attached to these minutes.

Athletic Boosters

- No report.

Drama Boosters / Band Boosters

- No report.

Orchestra Boosters / Choral Boosters

- Several board members reported that **Ms. Carrie New**, HSS orchestra director, recently gave birth to a daughter.

SGA

- **Chloe Morton** reported that SGA is selling candy-grams during the month of December.
- SGA is holding a stuffed toy animal and canned food drives during the final week prior to the FCPS winter break.
- SGA is planning a blood donation drive for sometime during the month of January 2014.

Hospitality

- **Monica Selcik** reported that the National Honor Society reception was a success and that she appreciated the volunteer help; she also reported that additional volunteer help would be appreciated for the Junior National Honor Society ceremony on Friday, Dec. 13, and for the AP Scholars Reception on Monday, Dec. 16.

Fundraising

- **Cheryl Spohnholtz** reported that the total in HSS-related sales for the evening of the in-store Barnes & Noble Book Fair event (Tuesday, Nov. 26) was \$1,844, of which HSS PTSA should receive 15% (approx. \$276). Cheryl hasn't yet received from B&N the total amount of HSS-related online sales for the week of Nov. 25, so there will likely be additional fundraising money coming to HSS PTSA from this event. Cheryl passed along thank-you's to HSS student **Nate Richardson** (who wore the HSS Hawk mascot costume) and parent **Eric Levesque** (who assisted with the “Cards for the Troops”

effort) during the in-store event.

- **Monica Selcik** reported that there was just ONE recorded HSS-related sale for the “restaurant night” fundraiser at the recent Baytna’s Mediterranean restaurant in Lansdowne Center (for which HSS receives a percentage of all sales in a nine-hour timeframe). It was unclear whether Baytna would be willing to engage in another fundraiser based on the low turnout, and there was some discussion on which restaurants are more “popular” (and therefore more profitable) for use in “restaurant night” type fundraisers.
- Monica also shared a fundraising idea where the PTSA could host a “Set Up Your Own Fundraising Table” at the school, for those parents who have small businesses or franchises (e.g., Longaberger, Scentsy, Pampered Chef, Avon, etc.), and who would be willing to pay a small fee to rent a table to display their merchandise for several hours on a given date. There was some interest in this idea, however, additional research will be done in conjunction with the activities office to determine if this can be done at HSS.

CFC / eScrip / Box Tops for Education

- **Marie Sudik** reported that the online application for inclusion in the 2014 Combined Federal Campaign (CFC) just went live and the deadline for submission is Jan. 17
- Marie anticipates the 2013 CFC funds that HSS PTSA receives this year (probably in the March/April 2014 timeframe) will be decreased, due to gov’t furloughs/shutdown.
- Marie also reported that the Giant eScrip campaign has earned HSS approximately \$600 in funds so far this school year.

Volunteers

- No report.

Unfinished Business

- **Mike Lambert** reminded meeting attendees that the deadline to submit a donation for the “Turf Hayfield” fundraising campaign was December 30, and that HSS PTSA board members still needed to determine what the unit could afford to donate to the campaign. A motion was made and seconded to decide the Turf Hayfield donation. Follow-on discussion included a review of outstanding financial obligations for the 2013-14 school year, and the likelihood of HSS PTSA planning to carry over more funds than usual into the 2014-15 school year, given increases in general expenses, as well as steady decreases in revenue from general donations, occasional through-the-year fundraising (such as restaurant nights), and our Combined Federal Campaign disbursement. The question was called, and the motion to donate \$1,000 for the Turf Hayfield campaign was unanimously passed.

New Business

- **Dottie Andrews**, administrative assistant in HSS’s Washington Hall, submitted a request for a money donation (~\$225) from the HSS science department to provide lunches for judges volunteering their time at the HSS Science Fair in January 2014. A motion was made and seconded to consider the request; during discussion, the board requested that the science department confirm whether this is an expense that should be built into the HSS PTSA’s 2014-2015 budget. The question was called, and the motion to donate \$225 for Science Fair lunches unanimously passed.

- **Dr. Ken Halla**, an HSS history/government teacher, requested a yet-to-be-determined increase in the amount that has typically been provided by the PTSA (~\$440 each year) to fund a family life & education (FLE) presentation by the Northern Virginia AIDS Ministry (NOVAM) in the spring months at HSS. NOVAM nearly doubled the price of the presentation to \$800 this year, but asked our school to pay what they could, and that they could make up any shortfall in the fee in “scholarships.” A motion was made and seconded to consider the NOVAM increase; following discussion, the board recommended that Dr. Halla begin negotiations with NOVAM at a starting point of \$500, with an authorization (on behalf of PTSA) to go as high as \$600. The question was called, and the motion was passed unanimously. Dr. Halla will report the outcome of further discussions with NOVAM at a future meeting.

Announcements

- Next month's meeting will be Thursday, January 9 at 6:30 p.m. in the HSS Media Center.

Adjourn - 9:06 p.m.

Respectfully submitted,
Ashley Levesque

PTSA Mini Grant Application Review – December 2013 – updated with PTSA Board Decision – January 7, 2014

Title	Applicant	PTSA Member	Department/Course	Cost	How Will This Help Students	Will This Benefit Others In Your Department	PTSA BOARD DECISION
1. Supply Assistance	Wendy Feilen	NO	AP US History AP Micro Economics AP Macro Economics World History 2 Honors	\$300	Purchase a variety of classroom supplies – card stock, paper, markers, colored pencils, glue, paper towels, tissues, - helping students to be content literate by creating colorful material to catch student's attention	Will share within department	DENIED
2. Educational Videos	Amy Smith	YES	7 th Grade Life Sciences	\$300	Purchase educational videos to help reinforce and teach missed concepts – aids visual learners to see how science concepts are applied in the real world	Will share within department	DENIED – PROVIDE B&N GIFT CARD
3. Purchasing Lockers for Blackbox 1511	Meghan Nugent	NO	8 th grade Advanced Drama HS Drama	\$300 (each locker unit of 18 lockers is \$520)	Student techs must dress out – school locker's don't have the room to keep appropriate clothes/shoes – lockers in blackbox 1511 will assist students by giving them a place to keep their work appropriate gear	Techs work events for all performing arts disciplines in Fine Arts and other school and community use events	DENIED
4. iPad Adaptors	Becky Polic	NO	School based technology support to staff	\$300	Purchase iPad adaptors so teachers can utilize iPads in classrooms	All teachers will be able to have access for use at their discretion	ACCEPTED
5. Apple TV	Cory Donohue	NO	Sped/English	\$300	As a participant in the Innovation Institute, I am encouraged to use personal electronic devices such as iPads –however, this would	Yes, since many other members of my English CT have iPads at their disposal, but no way to roam the room with it to use for	DENIED

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					be enhanced by having an Apple TV to mirror what is going on and project so that students can see what I am doing on the device.	instructional purposes.	
6. Young Chicago Authors	Brian Hannon	YES	English 11 AP	\$300	Money used for Hannon to attend Young Chicago Authors event – resources offered have been used both in classroom and the Poetry Slam afterschool club	Materials used by any English classroom and after school club	DENIED
7. AVID Field Trip	Matt Cope	YES	AVID 9, Special Education Active Physics, Team taught Economics	\$300	Assist with field trips to visit colleges – through defraying cost for buss rental	AVID grades 9-12 will benefit by promoting a “college going” culture	ACCEPTED
8. Praxis	Jim Linza	YES	Math	\$115	Would like to take Praxis test to obtain PE certification (professional development opportunity)	Useful to fill vacancies at our school -	DENIED
9. Women of Vision Group	Tangy Millard Lea Gafen Jarren Jeffrey	YES	AP School Social Worker School Counselor	\$120-150	Beginning a group called “Women of Vision” for 9 th grade female students that are at risk for low grades, truancy and behavior issues – money for snacks and possible small field trip	Improving this group will decrease referrals for administrators and teachers and improve relationships with these students and impact the overall Hayfield community.	DEFER – SET ASIDE \$100
10. Hispanic Males	Georgia Arrington	NO	Student Services	\$351	Student Services wants to improve graduation and college attendance of	All counselors will benefit from the grant – support the SIP	DENIED

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11. Boys State Leadership	Amy Ferguson	YES	Student Services	\$300	Hispanic Males – want to provide a college tour of NOCA to encourage students to attend college Enable outstanding young men of the junior class who possess and demonstrate leadership, character and honesty to attend the Boys State Leadership conference in June 2014	Hayfield community will benefit from representation at conference	ACCEPTED
12. Girls State Leadership	Amy Ferguson	YES	Student Services	\$300	Enable one outstanding junior girl who possess and demonstrates leadership, character and honesty to attend elite Girls State Leadership conference in June 2014	Hayfield community will benefit from representation at conference	ACCEPTED
13. Constitution Quest Game	Tim Busch	YES	Social Studies	\$300 \$49.95 x6	Purchase 5 or 6 copies of the Constitution Quest Game – expand knowledge of the U.S. Constitution	All Gov classes will have access to games	DENIED – B&N GIFT CARD
14. Mini White Boards	Allen Mazan	YES	ESOL/Math	\$237.60	Mini White Boards that are double sided will increase student participation – one side is white and the other side has graphing to help amplify concepts and keeps students involved	All ESOL teachers will have access	ACCEPTED
15. Boom Boxes	Chris Lemnitzer	YES	Testing	\$300	Recent changes in test administration require the use of additional audio	Can be used for school testing by ESOL dept and other depts.	DENIED

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16. Professional Development Seminar	Sherri Berggren	YES	MS Math – Math 8 and Algebra 1 Honors	\$300	equipment – boom boxes Would like to attend a day long professional development seminar on how to use iPads and Apps to Strengthen Math instruction.	Would like to also have one 7 th grade teacher attend as well – so both 7 th and 8 th grade Math teams can benefit	DENIED
17. Bullying Prevention Training	Jarren Jeffrey	YES	Student Services - HS	\$249	The Bullying Prevention 101 Facilitator Training sponsored by Fairfax Partnerships for Youth will benefit students directly as school resources and programs are instituted to maintain their safety and encourage pro-social behaviors.	The training will provide information that will be used to increase other Hayfield school counselor's capacity to deliver a presentation and ongoing bullying prevention and intervention services to our school community.	ACCEPTED
18. Thanks a Latte	Christina Cashman	YES	Administration – Middle School	\$300 – enable purchase of 60 gift cards	Like to start a “thanks a latte” program to recognize teachers school-wide for doing great things for students and reward them with a \$5 gift card from Starbucks.	Improve morale among teachers school-wide by catching them going the extra mile for kids.	MAYBE – USE B&N GIFTCARDS
19. Hawk TV	Scott Broyles	YES	English	\$300	New microphones needed for Hawk TV – new mics will provide quality audio and students will be proud of their productions	Will improve Hawk TV broadcasts for the school as all will be better able to enjoy improved audio quality of Hawk TV broadcasts.	DENIED
20. Personal	Jeff Berggren	YES	Physical Education	\$269	Books to enhance students understanding of the	Books will refresh teachers and students understand in	DENIED

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Fitness					fundamental movements of the body and how to safely and efficiently gain fitness.	teaching fitness to teaching movement – facilitate correct fitness.	
21. Headsets	Stacy Delaney	YES	SBTS	\$300	Headsets for teachers to create video recordings of lessons for posting on Blackboard	Headsets will be made available to all teachers	DENIED