

Haycock PTA Meeting Minutes
Wednesday, October 16, 2013 7:30pm

1. Call to Order

- a) PTA President, Sally Johnson asked for Motion to call to order the General Membership Meeting of the Haycock Elementary School PTA at 7:34 p.m. in the school cafeteria Christie Johnson so moved, Susan Thomas seconded, and the motion was unanimously approved. Whereupon, the meeting began. Per the sign-in sheet, there were 27 people in attendance.
- b) Sally welcomed parents and guests and had parents stand by grade. Sally noted Dr. Sheers, Chrissy Brownson and Irene Levy were at Camp Highroad. VP Sara Hobbs away with family matter. Sally introduced and welcomed Assistant Principal, Barbara DeHart.
- c) Sally asked for a Motion to Approve the minutes from the September 25th PTA Meeting. Tara Tanner so moved. Katie Pisocky seconded. The motion was unanimously approved.

2. Secretary's Report

Amy Kales requested submissions for the weekly PTA Hotsheet be submitted to her by 5:00 pm on Sunday evening prior to the Tuesday distribution. Also requested speakers at meeting identify themselves by name for purpose of minute taking.

3. Treasurer's Report

Christie Johnson presented the treasurer's report on Irene Levy's behalf:

- a) Can tell from the budget report that fundraising is big component in our children's educations.
- b) We have so far done really well with merchandise. It will continue to be sold at various school functions.
- c) Expenses have been incurred ahead of events, e.g., we have incurred many expenses for the Fall Festival, but haven't seen the return yet.
- d) Membership—currently just over 50% of families have joined PTA. Membership money also goes to Fairfax county and state PTA, so it is not all retained by Haycock, as we are required to make payments to larger PTA organizations. One of the perks of being a PTA member is that you receive a free copy of the directory. Also, you will receive a membership/discount card for various vendors, similar to a AAA card. Remember, if you are a chair of committee, you must be a member of the PTA.

Last year at this time of year, membership was at 65%. We lost about 100 households from last year. PTA cards will be distributed in Tuesday folders probably in a couple of weeks. Katie Pisocky asked about the availability of the online A to Z directory. It is available now from the PTA website. Final printed version of the directory is expected in 5-6 weeks, and at that point online access will be turned off for non-pta members.

4. President's Report

- a) Sally extended a sincere thank you to Ms. Holly McGuigan. Although we are sad for her to leave, she is now the principal at Kent Gardens and we know she'll be amazing. PTA gave potted plant and a gift card to her favorite running store.
- b) Custodian appreciation week last week. Sally extended a special thank you to them. London Liebengood (hospitality) also noted the cafeteria worker appreciation week is this week. Next week is bus drivers. Say thank you!
- c) Still looking for PTA president-elect. You would shadow Sally this year. The more you shadow, the easier the transition. Let Sally know if you know someone who might be a good fit. PTA has lots of volunteer opportunities available.
- d) A to Z Directories are expected in 3-6 weeks.
- e) Our PTA meetings are generally 3rd Wednesday of the month at 7:30. Tonight we sent special invite to kindergarten as an opportunity for kindergarten parents to meet and mingle with other parents of same grade. Principal coffees are scheduled at different times. 4th Friday of the month is Haycock spirit day. Yes, the tie-dye shirts work.
- f) Dates to Remember:
 - i. October 26th is the Fall Festival, 2-5. Still need volunteers, particularly for the later shifts. Book fair starts that Saturday too, lasts until November 4th (in school) and November 10th (online).
 - ii. Science night, Thursday, November 7th. If your child is interested in doing a special project, contact Anne Rosenbaum. Vendors coming, should be great night.
 - iii. Community Service: Cougar Cares—November 1st and 2nd. Stop Hunger Now.
- g) Due Dates: For the Hotsheet, submission deadline is the Sunday prior to the Tuesday distribution. For the Tuesday folder flyers need to be in the box by the Wednesday before to get approval (almost a whole week of lead time).
- h) Merchandise—Order forms are on the PTA website. Office loves you to use permission slips when you change transportation.

5. Vice President's Report:

- a) Dr. Sheers is pursuing a grant for our school wide field trip. In the years past the entire school has taken a field trip to the zoo, the National Mall, and Udvar Hazy. Heather Kimmel and Caryn Ginsberg are working on grants with Dr. Sheers.
- b) Room parent meeting held by Leanne King and Kim Weinstein. We should be very grateful for room parents. Activities for teacher appreciation week will be streamlined.

6. VP Social

- a) Laura Sachwitz noted the Fall Festival is two weeks away. Still need volunteers for late shift. There are events that need to be supervised—lassoes, brooms etc. Games are already established, no need to be creative, just need volunteers to work the event. There will be a Cupcake Walk (peanut-free of course and cannot be processed in peanut facility). It will go on rain or shine. Pre sale ticket sales have started. Ticket wristbands will be going home in backpacks. Teachers have decorated pumpkins. There will be a fire pit and rainbow loom included in the raffle. Mr. Tolbert is bringing his band. It might be our last opportunity for outdoor fair—so come on out!
- b) Skate Night. Disregard any calendared dates (there are three incorrect dates on school calendar). We are still waiting for a contract from Kettler, so we're looking at March 7th.

7. VP Curriculum Enhancement

Sally presented for Chrissy Brownson who was away.

- a) Paul Fjeld. Organizes Art Appreciation. Paul provides powerpoints and does the lesson for you and teaches you how to teach the kids. He had a meeting for art appreciation volunteers, so if you didn't get email, contact him.
- b) Reflections: Entries are due next week. Christie Johnson: Reflections is a really neat PTA sponsored creative competition. More information is available on the PTA website, along with the form you need to complete to send in with your piece.
- c) Junior achievement will start in the spring.
- d) Cougar Science volunteers will work with Anne Rosenbaum. It is not the same as Cougar Woods which didn't really work last year. Some grades have more hands on science curriculum, and this year Anne has her own space. Julie Reilley asked if Cougar Science was done last year...this year's program will be much more tightly coordinated with curriculum in the classrooms.

event. 35-40 people can package 10,000 meals in two hours. Questions, link and flyer will come out in Tuesday folders and Hotsheet.

- c) Community Affairs—Victoria attended MCA meeting. Kristen Michaels from the FCPS budget office, talked about gigantic shortfall in the budget. Biggest shortfall ever, \$149,000,000 shortfall. Victoria encourages involvement. Will impact us—class sizes, special education programs.

10) Assistant Principal's Report

- a) Dr. Sheers is at Camp Highroads with the fifth graders and unable to attend. Barbara DeHart introduced herself. She had been at Great Falls Elementary School and is joining Haycock for the year in order to experience a different leadership experience.
- b) Dr. Sheer's baby is due February 5th, likely will come early. Marty Smith will have someone come in as an interim principal. We will communicate who once we know. Barbara will still be here in Kelly's absence. Barbara will return to Great Falls after the year.
- c) Renovation (she showed plans, elevations, pictures). There will be a bigger cafeteria, all classrooms improved. Bids open in December. January 9th, contract awarded. Central Office will come in and tell more about what to expect at the January PTA meeting.

January 20th start date for contractors to set up (construction trailers set up, etc) February/March, projected turnover of the addition. After the renovation, we are hoping to keep the MOD for expected growth. The quads/trailers will be gone. Every classroom will be touched and redone. Renovation will look great in the end.
- d) Important! Vote for BOND referendum which includes funds for renovation. Victoria Lippincott noted that at the last PTA meeting, we were told Haycock has 906 students registered today. Renovation will house 850 kids. Any discussion about what we're going to do with the extra kids? Barbara suggests directing questions to Janie Strauss (school board member). Obviously preference is to keep everyone in the classrooms again. It was noted by Christie Johnson that the addition will be strong enough to handle second story.
- e) Lunch time volunteers. We're still in need! Job is to help kids at lunch. Dismiss kids to the bathroom, remind them to stay in their seats, etc. So many children in small cafeteria that they are scheduled back to back. Lots of things to make it better and quieter.

11) Special Guest

Sally introduced, Kristen Chandler, parent of a first grader invited especially to share special memory from kindergarten. Kristen provided accounting of her time as a kindergarten parent:

Kristen moved here so they could go to Haycock. Loves her house and neighborhood. Her first impression at her first PTA meeting was that everyone knew everyone. PTA was so involved. Felt scary. No idea what renovation will be like, but she knows our kids' education will be fine. Teachers are amazing. Kristen's son had Ms. Pinsky, who was hired two days before school started. Teachers and administration handle things really well, kids are happy. At the end of the year, her child could read and could do math. Biggest thing is the competency he feels. Her son has a love of learning although he had a hard time transitioning into kindergarten, but the teachers made it so much better.

Kindergarten experiences: Fish snails, butterflies, ducks. Ms. Rosenbaum comes in on the weekends to take care of the animals. Junior Achievement--her husband volunteered and had a great time (great thing to do if you don't have a ton of time). Plays are amazing. Socially there is so much! There is a celebration every three weeks. Kids know you and they're excited to see you. Circle time. Pumpkin patch. Thanksgiving feast, Gingerbread houses. Valentine's Day. Leprechaun Day, Dr. Seuss's birthday. 100th day of school includes a family project to build something with 100 items. School wide field trip--huge for the kindergartener. Buddy program.

Help your room parents! Volunteer, you'll get a better appreciation of your teachers--so much to do. Just get involved. Take the plunge!

LondonLiebengood: Being in the classrooms and PTA is great. Can be as involved or not involved as you want to be.

Sally noted Kristen has taken on the Silent Auction and we're so excited for all of her efforts!

Whereupon at 8:47, Christie Johnson motioned to adjourn. Leanne King seconded the motion, and it was unanimously approved.

Amy Kales

Recording Secretary

8. VP Fundraising

- a) Tara Tanner presented fundraising information: So far, the Armchair fundraiser has made \$34,403 which is \$8000 short of our budgeted mark. We're trying to give free pizza and pie away to the 200th contributor. Not quite there yet. Tara received the sweetest envelop from a 3rd grader who sent in \$10 of her own money, so if a third grader can send in \$10, we all can. Doesn't have to be \$150, any amount helps. Money helps field trips, and science, and if 54 more families give \$150, we reach our goal.
- b) Friends of Haycock, corporate sponsors, YTD to \$3500. We can always take more, so if you know of companies who will give corporate dollars let Tara know. We're trying to build the fund up because of upcoming renovation. Corporate dollars are really helpful.
- c) School supplies we have earned \$1369.00 from school supply purchases, which is double the projected budget amount.
- d) We have applied for grants from Target, field trip grant. \$2000 or \$2500, we've applied.
- e) Next fundraising event is Square1 Art. Kids have worked hard, art teachers have been amazing. That will be in November.
- f) Armchair: you can donate through A to Z, checks, charge, etc.
- g) Merchandise: Baseball hats and maybe athletic shorts maybe in the spring.
Betty Brown: Pajama bottoms are huge items.
- h) Box tops: Marilyn Allan: Deadline for first quarter is November 1st. We have two weeks left. 7,850 box tops collected so far. Can earn electronic Box Tops by shopping through Box Top site.
- i) Link to Amazon through PTA website and we earn money back. Susan Thomas is setting up an Amazon store with books, teacher's wish list etc. Log onto website through the PTA. We receive a percentage of Amazon purchases, but it depends on what you purchase and if items you are purchasing are supplied by third party. It also depends on gross volume—convoluted formula, but it's free. Last year we made about \$3500. Purchases are entirely confidential. If you buy \$200 gift card—you can double money if gift card spent through link.
- j) Restaurant nights will be set up too. Look for information about that.

9. VP Community Affairs

- a) Victoria Lippincott—Community Affairs noted Roopal Saran is Cougar's Care chairwoman. Noted 107 used Halloween costumes were collected and will be donated to kids in need.
- b) Cougars Care is group of Haycock parents who are interested in exposing children to community programs that serve others. Next service program: Stop Hunger Now food packaging event. November 1st and November 2nd. Any age can help. Something for any age bracket. Millions of meals have been shipped all over the world. Rice, protein, and mineral packet. Last year, went on truck from Lutheran Redeemer all the way to Haiti. Orphanages in Africa, schools, etc. Please sign up. Exciting hands on event. Help on Friday night, setting up the

Haycock PTA Meeting Minutes
Wednesday, September 25, 2013 7:30pm

1. CALL TO ORDER

Sally Johnson called to order the General Membership Meeting of the Haycock Elementary School PTA at 7:30 p.m. on Wednesday, September 25, 2013 in the school cafeteria. There were 40 people in attendance.

2. AUDIT COMMITTEE REPORT

Sally Johnson discussed the audit requirement of PTA by-laws, reported we had passed our audit and put forth a Motion that the Audit Report be approved. Melanie Coates seconded the motion, and it was unanimously approved.

3. SECRETARY'S REPORT

Recording Secretary, Amy Kales, put forth a motion that the June 2013 minutes be approved. Bob Coates and Katie Pisocky simultaneously seconded the motion, and the motion was unanimously approved.

4. TREASURER'S REPORT

- a) Irene Levy, PTA treasurer, presented the Final Budget for approval. The budget projects \$82,250.00 in total revenue/outlays. Irene noted the Arm Chair Fundraiser has made \$31,352.64 in the first month, which is great.
- b) Melissa Sporn remarked income of approximately \$13,000 from ASA seems quite high. Irene explained the vendors have not yet been paid so that revenue figure will go down significantly. Additionally, there will only be one fall session of ASA this year as opposed to three, like last year. There was very little, by way of carryover, funds from last year.
- c) Whereupon Melissa Sporn made a motion to approve the budget. Christie Johnson seconded the motion, and the budget was unanimously approved.

5. PRESIDENT'S REPORT

- a) Sally called Christie Johnson, PTA past president and current mentor to the Executive Board, to the floor to present her with a gift and to thank her for her past current service and for her continue guidance. Thank you Christie!
- b) Sally introduced the Executive Board (wearing navy blue Haycock shirts): General VP Sara Hobbs, Secretary Amy Kales, Treasurer Irene Levy, VP of Fundraising Tara Tanner, VP of Social Events Laura Sachwitz, VP of Curriculum Enhancement Chrissy Brownson, and VP of Community Affairs, Victoria Lippincott. She also indicated the PTA is in need of a President Elect—one more navy blue shirt that needs an owner. Dads are also welcome to fill the position!
- c) PTA Membership: You can join the PTA by going to the A to Z website. If the web is not your thing, there are paper forms available. Sally issued a big thank you to Cora MacPherson for taking on the A to Z project, which has been a huge amount of work. The great thing about A to Z is the ability to

retain data year to year, so you won't have to reregister your grocery store cards every year. Grocery store program earns us thousands of dollars of free money. Beth Anderson noted Wegman's has a similar program. Parents can look for a paper directory at the end of October and will be able to get an app for smart phones to have easy on-the-go access.

- d) Deadlines to be aware of:
 - 1) ASA will go through this Friday, September 27th (subsequently extended to Sunday). There will only be one ASA session this year because of the unknowns of renovation. Katie Pisocky noted chess will be an exception and runs through January.
 - 2) Global Languages (Spanish, French and Chinese) registration closes Friday, Sept. 27th.
- e) Communication. The primary form of communication is the Hotsheet. If you are not getting it, please contact Christie Johnson. The PTA currently sends it once a week, but may play with the frequency and move it to every other week. If you have information you want included in the Hotsheet, please contact Amy Kales. Other forms of communication include the PTA website, PTA monthly meetings and Principal Coffees. The calendar of events is available on the website.
- f) Upcoming Events:
 - 1) Spirit Day, this Friday, September 27th—Wear Spirit Wear or Haycock blue shirt. It is meant to be a fun activity for the kids and should not stress parents out. Spirit Wear available for purchase on Friday morning or through the order forms which have gone out. Tara Tanner noted there are no more small tie-dye shirts available.
 - 2) PTA Meetings are generally the 3rd Wednesday of the month at 7:30. Everyone is invited. In the interest of community building we will focus on a particular grade at each meeting. Next meeting will have a focus on kindergarten, e.g.—but again, anyone can come and the discussion will not only be about kindergarten.
 - 3) Principal Coffees—Varied time and days to allow for working parents to attend as well.
 - 4) Room Parent meeting will be on October 9th at 7:00 in order to go over the policies and instructions for being a room parent.

6. VP Reports

- a) Sara Hobbs, General VP, introduced herself. She works with Christie on the PTA webpage and helps where she is needed. This year she is serving as the volunteer coordinator. There are lots of opportunities to help—the first big project is Fall Festival. Shift work is available, so you don't have to volunteer the whole day. Sally Johnson noted that any Longfellow students or parents of Longfellow students who need service hours should contact Sara.
- b) Laura Sachwitz, VP of Social Events, introduced herself.
 - i. Laura thanked Emily Jones for a wonderful Movie Night. Sound and picture worked beautifully!
 - ii. Next big social event is the Fall Festival on October 26th. Lots of volunteers are needed to make it run smoothly! There will be food, inflatable bounce houses, crafts, and bands. If you are available, please give an hour or two of your time.
 - iii. Other social events this year are Science Night, Bingo Night, the Parent Auction, International Night and Skate Night.

c) Chrissy Brownson (Haycock teacher and parent), VP of Curriculum Enhancement, introduced herself.

Curriculum Enhancement refers to programs that enhance your children's educational experience during their school day. Offered a big thank you the following parents:

i. Madhu Kanigicherla supervises the ASA program this year. Huge amount of work with the new registration process. Registration began Tuesday night and ran smoothly.

ii. Paul Fjeld wears two hats:

Art Appreciation-Parents come in to the classroom and present lessons about different artists. Then the children get to try their hand at making similar art. Great way to bring passion about art into the classroom.

Cougar Science Program. Works with Ann Rosenbaum, our science specialist. Supports her with Cougar Woods, getting supplies, etc.

iii. Terri McField helps with Junior Achievement which provides real life economic lessons geared to the child's grade level.

iv. Ann Taranto helps with assemblies and author visits.

v. Carin Walser helps with Eco School. Each grade has eco patrols this year. We are turning Haycock into a green school and have reduced Haycock's trash from 20 bags of garbage daily to just 2. A great program for the school.

vi. Global Language is supervised by Neetha Rao this year. Registration ends Friday, the 27th.

vii. New Family & Kindergarten liaison, Pam Huffman.

viii. Christie Johnson is in charge of Reflections this year. Reflections is a creative expression competition. Info regarding the program went home in the Tuesday folders.

d) Tara Tanner, VP of fundraising, introduced herself.

i. Huge thank you regarding the Arm Chair Fundraiser. Just over \$30,000.00 is made. Hoping to make \$50,000 by the end of October. Just a small percentage have participated so far. The Armchair money is so helpful in enhancing our children's education and goes to fund field trips and science program and to so many other areas.

ii. Innisbrook—School gets 40% of the profit. So far have made about \$1500.00.

iii. Square1 Art Will be sold in November. The art teachers are very excited and the children are working hard on their art projects.

e) Victoria Lipincott, VP of Community Affairs, introduced herself. Her committee works hard to bring information that exists outside of the school- in the greater Falls Church/Fairfax County community- into the school. Lots of liaison positions and lots of issues

i. Roopal Saran is in charge of Cougar Cares this year. This committee brings service events to the Haycock community. They are still in the planning stage, so if you have any ideas, please contact Roopal or Victoria.

ii. SCC (Safe Community Coalition) liaison is Beth Anderson. Melissa Sporn serves on the SCC board. SCC is a community non-profit for the pyramid schools which works to diminish alcohol and drug use among our kids. Presentation by ____ Levine entitled Race to Somewhere which talks about the difficulty in raising children in an affluent community.

iii. If interested in helping to keep Haycock community informed, contact Victoria.

f) Kristen Chandler was introduced and discussed the Parent Auction to be held on March 22nd.

There will be a kick off meeting/brainstorming session at her home on October 3rd. Need volunteers of all kinds. Sales people, party planners, etc. They want lots of Dads to help too. Kristen is a 1st grade parent and was involved in the Spring Carnival last year and urges new parents to get involved. Kristen spoke with Margaret Flickinger who was the last parent to run an auction (6 years ago) so they have a good starting point. Yvette Wedderburn Bomersheim asked if there was an online portion to the auction. Not at this point.

g) Sally thanked a number of other parent volunteers who have made the start of school run so

smoothly:

Ashley Templer (kindergarten liaison) who helped with new family picnic

Heather Parker who is dealing with Kettler to find a date for Skate Night (likely will be in February this year)

Nicole Yakaton who is heading Cultural Night in conjunction with Longfellow Middle School

Katie Pisocky—Special Needs Liaison

Mary Gabriel—Innisbrook/school supplies and online order contact

London Liebengood and Tram Grohowski and the entire the hospitality committee for handling the Teachers Luncheon and dinner for the teachers on Back to School Night.

7. Principal's Report

- a) Dr. Sheers welcomed parents and introduced Barbara DeHart and Holly McGuigan, assistant principals.
- b) School opening has run really smoothly. (interesting fact—Fairfax County has the largest school bus fleet in the country and is only 200 buses short of Greyhound). 905 students registered this year. Allows us to have a little more room than last year. Staff has a teacher's lounge, and we have a science and strategy lab. In December, with the renovation, that may change.
- c) When the renovations start, we'll lose 4 classrooms and two specialist offices. A quad will be brought in to help counter the lost classroom space.
- d) Eco School. We have started to upcycle. Uneaten food is going to a shelter. Big Bellys have been brought in to reduce waste. Styrofoam trays are saved and driven to Luther Jackson and melted down. Need volunteers to help drive them there (Merrifield area). There has been a huge reduction in our trash.
- e) Regarding budget: Dr. Sheers is able to overspend to fund resource positions because she knows the PTA raises the money to supplement her budget elsewhere. So, the fundraising role of the PTA is very important.
- f) There will be an informational meeting in November regarding the renovation (plan, expectations, concerns, etc).
- g) Christie Johnson reported the renovation money will be on the bond in November, so it is important we should show up and vote (at least on the bond issue!).
- h) Ms. McGuigan reported that community building is a big theme this year. To facilitate this, the 4th, 5th, and 6th grade general ed and AAP classes have mixed specials. So far, it has been going great. Ms. McGuigan also reported information regarding Science Olympiad for 6th graders was sent out in a KIT message, and on October 2nd there will be a 30 minute introductory meeting. Dr. Sheers also mentioned the Buddy class to build community, e.g. 6th graders paired with kindergarteners. Buddies meet at least once quarterly and sometimes more often.
- i) Heather Parker offered her thanks and thanks on behalf of the parents for the strong advocacy of Dr. Sheers and others resulting in the addition of two staff members.
- k) Questions:

i. Minha Kauser asked about recess time (kids need more) and school start times (can they start earlier?).

Dr. Sheers responded that school start times were a hot item last year. The school board hired a company to do a study and that change could happen as early as next year. One of the reasons we start late is because we're a Center school so we have to allow time to get students here from other areas of the county.

Recess: Students get 15-20 minutes Tuesday-Friday per Virginia law. Teachers struggle to get the academics in as it is. Chrissy Brownson mentioned that kids do get a lot of body breaks; and, in the younger classes, there is a lot of play time in the classroom.

ii. Yvette Weederburn Bomersheim asked if volunteers were still needed in the cafeteria.

Yes!

8. Closing Remarks

a) Sally Johnson again thanked the following for all of their hard work: Audit Committee, Penni McNamara, London Liebengood, Tram Grohowski, the Merchandise group, Cora MacPherson, Elizabeth Nolan, Mary Gabriel, Susan Thomas, Madhu Kanigicherla, Neetha Rao, Marilyn Allen, Erin Freeman, Ashley Templer, Roopal Saran, Anne Taranto, Kara LiCalsi, and Sharise Anderson.

Whereupon at 8:44 Sally motioned that the meeting be adjourned, and the Motion was unanimously approved.

Amy Kales
Recording Secretary