



Sep 18, 2023 7:00 PM | 📅 PTA Meeting

Attendees:

Notes:

Dr. Beaty

- Theme is learn, grow, make an impact for staff and students - want to focus on growth
- Established a creativity lab this year to be used by all classrooms
- Upcoming principal/parent coffee - virtual on Thursday nights 9/27 at 7pm and Friday 9/22 at 9:30am
- School pictures moved to 9/29 - make up date is 11/8/23
- Two meetings about boundary changes for Kent Gardens that may impact Haycock a little
 - Tomorrow McLean HS 6:30-8pm
 - Longfellow next Wednesday 6:30-8

Shreem (President)

- Introductions: Jennifer (VP), Katie (secretary)

Leah (social):

- PTA summer/early fall events included welcome to haycock for new teachers, lunch for staff, popsicles for orientation, snack shop for the teachers, dinner for teachers on BTSN
- movie night coming up (9/29) - will run a google poll for kids to pick the movie, parent volunteers needed for concessions,
- custodial and cafeteria appreciation weeks coming up in oct/nov - will need volunteers
- Skate night in December (12/2) at Fairfax Ice Area - need volunteers for this as well
- We do not yet have any parent volunteers for specific events and need help with the planning of some of these events
- If you are interested in volunteering, please email me at leahsocha@gmail.com. Next opportunities are Appreciation Days (multiple options), Movie Night (9/29), and Skate night (12/2)

Weina (curriculum):

- Math team registration, science olympians, math olympians, math kangaroo
- Looking for volunteers: Odyssey of the Mind, Girls on the Run, Quiz Bowl, STEAM night
- Please join Facebook group to get updates
- Registration for Flex will open tomorrow at 5pm. Once I receive the link, I will post it to FB and also our website. It will be in the Hotsheet as well.

Palak (fundraising):

- raised \$17,347 so far - goal is \$30,000
 - Link: <https://form.jotform.com/230545136206145>



- Restaurant nights will start once armchair fundraiser is finished

Adam (treasurer):

- Financial review - annual process to reconcile money in bank with financial records - assistance from fairfax county council to look at our records
 - Primary issue was that during last year's review one of the lines was written down incorrectly and then everything following that was incorrect which made the appearance that there was a lot of missing money
 - Everything lined up nicely once we discovered that error
 - However, this highlighted some business practices we need to address
 - Make a more thorough effort at monthly reconciliation
 - This will be sent to entire board
- Our insurance was renewed
- Renewed nonprofit status from VA dept of revenue
- Resolved membership issue with VA PTA (they do by person, we were doing by household)
- Other issues that arose from council review of our records
 - Document every transaction into and out of bank accounts and align to budget category
 - No longer using pre-signed checks
 - Cannot purchase gift cards - IRS and VA PTA considers gift cards the same as cash
 - Would like the PTA to pay vendors/contractors directly (instead of parents paying and getting reimbursed by the PTA)
 - Policy for timely reporting of expenses to start
 - Considering interest-bearing products for PTA reserves
 - Plan to develop method for in-person credit card payments
- Questions
 - Class funds are different than PTA funds - class funds are not a PTA function and not managed by the PTA
- 23-24 proposed budget
 - Reviewed budget categories
 - Estimating some deficit this year based on budget - think that in the past we haven't accounted for total cost of events because people paid for surplus and didn't ask for reimbursement
 - Email adam with any questions
 - Shreem motion to approve budget - Leah seconded
 - No one opposed
- Room Parent Volunteers: Gray (5th) and Sullivan (6th)

Action items

