June 7, 2016

PTA Transition Meeting

Barbara Elliff’s Home

Members present: Barbara Elliff, Leigh Ann Platt, Bethany Kashawlic, Catherine Friend, Pam Fine, Amy Phillips, Dona Harris, Jessica Lewis, Samantha Goldstein, Monica Billger, Maureen Osler, Melanie Forshey, Heather Gailard, Stephanie Schoennauer, Kristen Capstraw, Jennifer Parris, Karina Agudelo, Kelly Williams, Trina Estrada-Good.

**Barbara Elliff, President:**

Meeting called to order at 7:42pm.

* Minutes approved by Pam Fine, seconded by Leigh Ann Platt.
* Reviewed the Treasurer’s report. We did very, very well this year. Thanks in large part to Pam Fine’s effort with the read-a-thon and Trina’s wonderful social events. All fundraising efforts brought in more than $1000. Great job.
* Leigh Ann reviewed the report to say that it is accurate through the end of May. Current donations to school ($12,000) not reflected.
* At the blacktop bash, a check was given to the school. Total amount given to the school for the year was $28,000. Possibly the largest amount ever given to the school in one school year.
* Passing around two thank you cards from staff re: staff appreciation. Melanie and Colleen really knocked it out of the park. Thank you.
* Passed around next year’s roster for verifications.
* Asked the board to approve May’s budget. Kelly Williams, approved. Trina seconded.

**Jessica Lewis, Principal:**

* Enrollment – in 2013 HES had 686 students, we are currently at 735 students and growing.  It could reach 745 next year.  We are continuing to grow and starting to feel it.  We are growing by two whole classrooms.
* Now that the budget is approved, we can say that class size of 25 will be the case.  4th grade team is right on the bubble to add another teacher/ class.  They will be at 29 students per class, if not.
* Retirements: Sandy Cowan and Liz Bush.
* Moving on: Mr. Specketer moving to a high school in Prince William County, very excited for him.  Ms. Alvarez-Keefer, art, moving to another school for more hours.  We will be adding a new part time art teacher.  Teacher is TBD.  Ms. Callahan, Special Education teacher is moving out of state. Ms. Harrel is moving on to become a reading teacher at Hybla Valley.  Ms. Gentner is becoming an ESOL teacher at HES.
* K – 6 classrooms update:  K – 5 classes; need to hire a new teacher; 1st – 4 classes; hiring a new teacher; 2nd – 5 classes, Ms. Desatnick, Ms. Luther, Ms. McMullin, Ms. Centanni is looping her current class to 2nd and will hire new teacher; 3rd – 4 classes; team to stay the same; 4th – 3 classes (unless more students add on) team staying same; 5th – staying same at 4 classes; 6th – going up to 4 classes, Ms. Gibbs, Ms. Frazier staying – Ms. Harrel moving on; Ms. Moon moving to 6th, and hiring a new teacher.
* Advanced math will be offered to grades 3 through 6 next year.
* Bell schedule is changing to 8:35am – 3:20pm for next year.  This is a 5 minute shift later from the current bell schedule.

Catherine Friend asked whether the current job-share 5th grade class will continue.  Mrs. Lewis said it will if they can hire a part-time person but otherwise one of the current teachers will teach it full-time.

**Trina Estrada Good, Social Chair:**

* Reported on Blacktop Bash: Liked having it inside. Lots of agreement from the board. Helped contain kids more too because they did not get lost to the playground. DJ liked being inside. 2 food trucks bailed at last minute. Sold out of Chick-fil-a. This event brought in about as much money as bingo…. about $2,600. The dunk tank brought in roughly $600; pie wars brought in over $400; both games were $5/ticket. Craft table – make a pony - was a huge hit. This was free. The board suggested ideas to improve organization around the dunk tank station. Face painting went smoothly. Kudos to Trina. Catherine Friend discussed that if we do have events inside that we find a way to keep kids from running loose in the school.

**Monica Billger, Spirt Nights Coordinator:**

* Still waiting for check from Dickey’s. No more spirit nights planned. Passing this duty off to Kristen Thompson.
* Monica will be working on the learning garden at HES. Revamping the raised beds to create a purposeful, useful garden. Monica will be the Get to Green Coordinator. Karina Agudelo recommended reaching out to the Hayfield Farm Garden Club for advice.

**Kelly Williams, Spirit Wear Co-Chair:**

* Pleased with the profits from the Field Day shirts.

**Karina Agudelo, Cafeteria Coordinator:** Nothing to report. Stephanie Schoennauer is taking over this duty next year.

**Jennifer Parris, Recording Secretary:** Family is moving to Tokyo. Passing off this duty to Maureen Osler. Thank you for letting me serve as your RS for the past two years.

**Kristen Capstraw, incoming Treasurer.** Barbara commented on what a great job Leigh Ann had done as Treasurer. And welcomed Kristen to the PTA Board.

**Stephanie Schoennauer**, **incoming Cafeteria Coordinator:** introduced herself and is looking forward to giving back.

**Heather Gailard, Enrichment Matters Coordinator** – continuing on with Enrichment Matters. Looking for a co-chair.

**Melanie Forshey, Staff Appreciation Co-Chair:** Handles this along with Colleen Duffey. Both will continue on in this role next year. Board expressed their thanks for a job well done with this year’s staff appreciation week.

**Maureen Osler, Corresponding Secretary:**

* Passing this role to Fatina Williams.
* Will be Recording Secretary next year.
* Brought up for discussion whether or not to move to an online directory next year. Barbara asked to discuss the possibilities over the summer.

**Dona Harris, Library:** Family is moving to New Mexico. Still looking for someone to take over this role for next year. Dona has left her contact info in the binder for next person to have access if they need.

**Amy Phillips, Reflections:** Continuing on in this role next year.

**Pam Fine, Ways and Means:**

* Reported on behalf of Teresa Archer - Mixed Bags sale had 21 orders - $1,100 profit ($2700 total sales). Goods will arrive Thursday and get them out next week. Teresa will deliver them personally. One family alone placed a $1200 order.
* Fundraiser for November will be Yankee Candle. This will replace Claire’s Gourmet.
* Read A Thon is set for next March. $20,000 will be the goal. Corporate matches are rolling in for this year’s read-a-thon. Not sure when they will be coming in.
* Armchair fundraising slated for February i.e. I heart Hayfield ES.
* Teresa is returning as Pam’s Co-Chair.
* Also looking for an assistant to help with next year’s Read-A-Thon.

Trina suggested considering having Way and Means and Social partner up to share relationships with vendors.

**Catherine Friend, VP:**

* Memberships were up this year. Working on ideas to have more people join the PTA next year.
* Fundraising dollars received next year will go towards revamping the classroom libraries. Catherine will include this info on the membership forms next year.

Melanie Forshey asked if all classes have been updated with wall mounted projectors. Catherine reported, Yes.

* Looking for volunteers to help clean out the back closet. Catherine will be in contact with those who have offered to help clean out the back closet on June 13th.

**Bethany Kashawlic, Hospitality:**

* Monday, June 20th is the last hospitality event for this school year. It will be the end of year staff luncheon. Dickey’s BBQ is catering. A notice was in the June Hawk Talk and a request for items/cash will be going out in Thursday Folders.
* Bethany is continuing on in this role next year.
* Robin Moutray will be joining Bethany as co-chair. Always looking for someone else to help.

**Fatina Williams, incoming Corresponding Secretary:** Fatina introduced herself as the Corresponding Secretary for next year.

**Treasurer, Leigh Ann Platt:**

* Report was reviewed during President’s report.
* Will be helping with Spirit Wear next year.

**Closing comments:**

* **Barbara:**
	+ It’s been a great year.
	+ We will have a meeting in August in the cafeteria.
	+ Faculty is happy with our efforts. Front office is happy.
	+ Tina Donbeck has done a great job with the website and the office staff appreciate it.
	+ Praised Lisa Warden and the great job she does in the front office.
* **Leigh Ann:**
	+ Thank you to Barbara.

Meeting adjourned: 9:06 pm