**May 1, 2018**

Hayfield ES Library

**Members present:** Trina Estrada-Good, Fatina Williams, Maureen Osler, Ruth Drickey, Chloe Burke, Jessica Santos, Amanda Belt, Becca Bagley, Rachel Margolis, Jen Weronski, Kasondra Milton, Maria Evans, Julie Doyle, Pam Fine, Karina Agudelo, Anastasia Roze, Melanie Forshey

**Call to Order**

Meeting was called to order at 7:07pm by Trina Estrada-Good, President.

**Welcome / Introductions**

Trina welcomed members to the meeting and thanked them for coming.

**Approval of Minutes**

Trina motioned to approve the minutes from the April 3rd meeting. Fatina Williams seconded. Trina asked for any discussion. No discussion. Trina called a vote: all in favor; none opposed. Motion on the floor passed. Minutes approved.

**Officer’s Reports:**

**Trina Estrada-Good, President:**

* April was busy. Read-a-thon; Kindergarten Overview; Spring Book Fair; Math & Science Night; International Day - parade was spectacular, kudos to Ms. Drickey; Banner Nights, which were well-attended. May should be calmer.
* Nominating committee has put forth the names for replacing three open Executive Board positions: Treasurer – Teresa Archer; Corresponding Secretary – Karina Agudelo; Recording Secretary –Julie Davidson. We will be voting them in at Blacktop Bash (Friday, June 1).
* Still have some vacant positions for next year: Enrichment Matters Co-chair, Library Chair, Webmaster Co-chair, Volunteer Coordinator and Social Event Chairs (3). Job descriptions will be posted to FB and sent to Room Parents to share.
* Audit committee – according to the by-laws we need 3 people to review our records at the end of each year. Julie Doyle has volunteered at a previous meeting. Jen Weronski volunteered. Chloe Burke volunteered her husband, Chad Burke. Trina thanked the volunteers.
* VA Lottery’s “Thank a Teacher” Campaign – encourages Virginians to send digital thank you notes to teachers during Teacher Appreciation. Each teacher who receives a thank you note is entered into a drawing for vacations. Let’s try to ensure all Hayfield ES teachers receive a note. More information is posted on our FB page.
* June Meeting – Transition meeting will be held on June 5 at Trina’s home – opportunity to hand over your binders to the person taking over your responsibilities.

**Lindsey Olson, Vice President (Not present):**

* Nothing to report, per Trina.

**Kristin Capstraw, Treasurer (Not present):**

* Trina reported that Kristin will share May’s Treasurer’s Report at the Transition Meeting on June 5.

**Fatina Williams, Corresponding Secretary:**

* Nothing to report.

**Maureen Osler, Recording Secretary:**

* Nothing to report.

**Ruth Drickey, Teacher Representative:**

* May 9th is a Bike to School Day. Meet Ms. Drickey at Hayfield Park at 7:50am to walk to school, (not bike to school).
* No Spirit Days planned for May due to SOLs.
* Currently electing new officers for SCA. On Monday the candidates gave their speeches to third, fourth and fifth graders. Kids did a good job. New officers will be announced Friday. All candidates will be part of the SCA.

**Committee Spotlights:**

**Rewards, Rachel Margolis and Becca Bagley:**

* Reviewed totals to date:
	+ Giant A+: $3,213.45
	+ General Mills Box Tops: $1,440.50 (minus ~$20 shipping)
	+ Reminder to keep collecting Box Tops over the spring and summer to be donated in the fall.
	+ Campbell’s Labels for Education has ended. Used our points to buy 2 soccer balls and some glue sticks.
	+ AmazonSmile: $146.26 (will get two more deposits in May and August)
	+ Hanes: $67 (we'll have an additional submission after the field day spirit wear order)
	+ CertifiKid: $140 (continues through June 15, as of April 13, 28 uses of “Hayfield” promo code)
	+ Tyson’s labels – need 20 more labels to qualify for submission. Must have 100 labels.
	+ Earnings total to date is just over $5,000. Some of this money goes to PTA (AmazonSmile, CertifiKid), most goes directly to school (Giant, Box Tops, Campbell's, Hanes).
* Please keep collecting Box Tops and Tysons labels all Spring and Summer. Use the "HAYFIELD" promo code with $30+ purchases at CertifiKid - Users get a $5 discount and we get $5.  Promotion goes through June 15th.

**Social Committee, Maria Evans:**

* Working on Blacktop Bash (which is June 1). Please contact Maria with suggestions before she begins making her calls to previously used vendors. i.e. DJ, Face Painters.
* Has reserved a dunk tank. Needs help picking it up (requires a 2-inch hitch.)
* Looking for someone to volunteer as a Face Painter.
* Leftover drinks from Bingo night were in the closet for Blacktop Bash. Unfortunately, some of these sodas have been consumed. Will need to repurchase sodas. Disappointed because she had already used the Social committee budget to purchase these sodas.
* Will need volunteers for Blacktop Bash– a Sign-up Genius will go out to sign up.
* If anyone wants to run the craft station, please let Maria know.
* Muggerz is providing food, Italian Ice and drinks.

**Spirit Night/Restaurant Night, Anastasia Roze:**

* Chipotle earnings totaled $320.
* Still have not heard from Pizzeria Uno’s (March spirit night)
* May Spirit Night will be Chick-Fil-A – date TBD. Will need volunteers to sell sandwiches.
* Exploring Silver Diner for next year.

**Spirit Wear, Jess Santos:**

* Hoping to clean out closet: will have an online closeout sale. Fliers with details will go out this Thursday. Info is also available on the website. Store will go live on Thursday, May 3.
* If there are items you would like to see next year, share your input with Jess Santos.

**Staff Appreciation, Melanie Forshey:**

* 2 banner nights were held – thank you to everyone who participated; thank you to Pam Fine for lending her Cricut machine
* The Room Parents Program has been a huge help to making sure banners were created for all teachers.
* Need volunteers to help hang the banners on Friday, May 4. Meet in front lobby.
* Staff Appreciation week is May 7-11. Melanie reviewed items to be brought in for teachers and staff. Burton’s lunch; Manchester Bagels, Maui Wowi smoothies, etc.
* Thanked everyone who has volunteered to donate food and their time.
* Maria Evans suggested putting plastic tablecloths on the cafeteria tables to make sure tabletops in cafeteria stay clean during next year’s banner nights.

**Ways and Means, Pam Fine:**

* Read-a-thon ended on April 6.
* Collection of donation runs through May 6.
* We’ve collected over $19,000
* Our take is about $15,600
* We had two corporate matches this year. We had more last year but, still nice to receive them.
* Prizes will go out next week. Sweet Frog for top readers. Top Fundraisers get drawstring backpack and fidget spinner. Top reader (Ms. Capstraw’s class) – kindle; Ms. DeSatnick’s class had a Krispy Kreme party.
* For the year, Ways and Means is above what was earned last year. Thanks to the Fall fundraiser and the read-a-thon.
* Looking ahead to planning next year’s Fun Run fundraiser. Will plan to start asking for volunteers in June because we need so many volunteers for this event and it starts so early in the school year.
* Next year will be Pam’s last year as Ways and Means chair. Would like to train someone next year to take over the following year.
* Announced we were given coupons for free kid’s meals for every student by Chipotle through a program Pam applied to in conjunction with our read-a-thon.

**CAPS, Amanda Belt:**

* Joe Romano has been booked for two shows on June 7th. Cost for these shows - $850.

**Principal, Jessica Lewis (Not present), reported by Trina:**

* HES is looking to stay fairly consistent for next year with staffing and class sizes (mid to high 20’s). Ms. Lewis will share more specifics at the June transition meeting with regards to staff who may be leaving.
* Administration and staff are super excited about the Project Based Learning that continues to grow at our school. Thank you to all the parents who have come to the various PBL events we have held recently. The kids LOVE seeing their parents at school!

**Library, Patti Mosko (Not present), reported by Trina:**

* The Book Fair was a great success, the HES Library earned over $3,000. We had wonderful volunteers who came in to help the students and parents as well as help with set-up and take-down of the materials. Thank you to everyone who came in to purchase books or sent money in with their student(s). We saw a lot of happy readers in the library.
* Patti is unable to continue in role of Library Chair. If you are interested, please make Trina aware. Patti will be available for questions from whoever takes the position but will not be able to contribute the time during the school day that it takes for this position.

**Announcements/Q&A:**

* Ms. Drickey announced school supply fliers for 2018-19 went home in last week’s Thursday Folders. This is an easy online shopping option. If you order by June 30 it will be delivered to school. Info is also posted on PTA website.
* Pam Fine asked about a Sign-up Genius for Field Day volunteers. Ms. Drickey said it will go out soon.
* May 7 - May 11, Staff Appreciation Week
* May 28, Memorial Day – Student Holiday
* June 1, Blacktop Bash

**Anything else?**

* Julie Doyle asked for clarification on if there is a deadline for the audit. Trina will put Kristin Capstraw in contact with the audit committee.
* Julie also asked if each HES teacher can create an Amazon Wish List? Can these wish lists be linked to our AmazonSmile rewards program? Pam Fine said they cannot be linked because we are a non-profit. However, no reason teachers cannot make a wish list. Further clarified that parents can support AmazonSmile when they buy things on the teacher’s wish list.
* Pam also mentioned the alternative seating is popular at HES and that a lot of those options were from IKEA. Thought teachers may prefer IKEA gift cards during teacher appreciation week.

Meeting adjourned at 8:01pm.

Respectfully submitted by Maureen Osler, Recording Secretary