**January 2, 2018**

Hayfield Library

**Members present:** Trina Estrada-Good, Lindsey Olson, Kristin Capstraw, Fatina Williams, Maureen Osler, Jessica Lewis, Ruth Drickey, Pam fine, Jessica Santos, Chad Burke, Candace Goodman, Stacie Harris, Patti Mosko, Amanda Belt, Julie Davidson, Bethany Kashawlic, Steph Schoennauer, Jen Weronski, Becca Bagley, Rachel Margolis, Kasondra Milton, Maria Evans, Flor Philips, Melanie Forshey, Barbara Elliff, Anastasia Roze

**Call to Order**

Meeting was called to order at 7:03 pm by Trina Estrada-Good, President.

**Welcome / Introductions**

Happy New Year! Trina welcomed members to the meeting and thanked them for coming.

**Approval of Minutes**

Trina motioned to approve the minutes from the November 14th meeting. Kristin Capstraw 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:**

* Big thanks to Candace Goodman and Jen Weronski for their efforts on the Holiday Market. It was a huge success. Right amount of inventory; good set-up; extra advertising of the teacher’s tables was beneficial. Thanks to Stacie Harris, Maryanne Fitzgerald and Hospitality for their efforts at the Holiday Market; Spirit wear also had a good night – new items (footballs; head bows) were a hit. Great event. Trina asked for feedback on ways to improve. None offered.
* Kudos to Stacie Harris, Maryanne Fitzgerald and the Hospitality Committee for the wonderful teachers’ holiday luncheon.
* Much wished for Ice Machine has been purchased and installed in the teacher’s lounge. Teachers were happy about this new addition. Moving on to next wish list item which is a microwave for the downstairs lounge. Also working on submitting grant applications to help offset the cost of teacher’s lounge renovations and a new electronic sign.
* Brought attention to the 2nd grade teachers’ DonorsChoose websites. A new tool for raising funds for classroom items.
* The I Love Hayfield Fundraiser is coming up. Considering tweaking this to become a PTA membership drive since our numbers are low.
* Proposed a change to the Leah Bishins Scholarship Fund. This is in response to the scholarships that are provided by Enrichment Matters. Reviewed purpose/description of the Leah Bishins Scholarship Fund. Enrichment Matters is offering to cover 5-6 scholarships/ session based on enrollment numbers. (Possibly 18/year). Therefore, Trina proposed changing this scholarship fund to the Leah Bishins Sunshine Fund. These funds would now be available to use for students in need for other purposes instead of just Enrichment Matters classes. I.e. field trip fees. Asked for discussion. Barbra Elliff asked for clarification. Does this proposed change remove the possibility of offering scholarships, if enrollment numbers aren’t met? Clarification was shared that this fund can still be used if a scholarship was needed. Confident that we will be able to use the Enrichment Matters scholarships because our enrollment numbers have been strong this year. This will free up the fund to be used to help more people in need. Trina made a motion to approve the change in scope of the scholarship fund. Kristin Capstraw encouraged us to officially change the name next year since this year’s budget is already approved. General approval was given to make this change.

**Jessica Lewis, Principal:**

* Discussed the recently approved 2018-19 school calendar. It is her understanding that a fifth option (Plan E) was proposed by the school board at their December meeting and approved.
* Discussed DonorsChoose option for raising funds for classroom needs. Some teachers have already started to use this option to request funds from parents for classroom improvements they would like to implement. These teachers have been meeting with Mrs. Lewis monthly to discuss this new tool and research this new territory.
* Thanks for the Holiday Market, the holiday luncheon and the hand soaps gifted for the staff bathrooms – thank you!
* Discussed the iReady assessments. Round 2 window just started today. All students will be assessed for math and reading for the winter session (6 week window).
* Another big assessment occurring right now is the assessments completed for students who speak a language other than English at home.
* Starting to discuss plans for next school year; class sizes, etc. HES currently has 757 students enrolled.

**Ruth Drickey, Teacher Representative**

* Next Spirit Day will be January 19th – wear neon colors
* Another Spirit Day on February 2nd – wear your favorite team jersey
* Will also hold our annual Canned Food Drive in conjunction with team jersey day. Students may use their canned foods to vote for a Super Bowl winner. Vote with one can; donate rest of cans through your classroom. The canned food drive lasts all month. Canned goods are donated to Koinonia. More info will be available in this Thursday’s School House News.
* Students suggested other voting ideas for March Madness or Stanley Cup; will work with the students on these ideas.

 **Lindsey Olson, Vice President:**

* Discussed a Membership Drive (I Love Hayfield) will take place in February.
* Fliers to be sent home will highlight the perks of joining the PTA. I.e. discounts offered by VA PTA; student directories, perks at social events, etc.
* PTA membership cards should be coming in the mail soon. Online memberships should have already received their membership cards.

**Kristin Capstraw, Treasurer:**

* Reviewed November Treasurer’s Report. Of note: PTA dues paid; Book fair is not a PTA fundraiser it is a fundraiser for the library. Any money earned is given directly to the library.
* Kristin made a motion to approve the November Treasurer’s Report as stated. Maureen Osler seconded. Asked for discussion. No discussion. Trina called for a vote. Report approved.
* Reviewed December Treasurer’s Report. Of note: higher than usual donations to Hospitality (good job Stacie); Holiday Market income; ice machine expense.
* Kristin made a motion to approve the December Treasurer’s Report as stated. Pam Fine seconded. Asked for discussion. No discussion. Trina called for a vote. Report approved.

**Fatina Williams, Corresponding Secretary:**

* Nothing to report.

**Maureen Osler, Recording Secretary:**

* Nothing to report.

**Committee Spotlights:**

**Hospitality, Stacie Harris:**

* Next scheduled event is something for Valentine’s Day. Stacie mentioned that there were some bonus bucks earned due to gift cards purchased for the teachers’ holiday luncheon. Stacie suggested coordinating a date to have bagels for the staff. Ms. Lewis approved of this idea and encouraged Stacie to talk to the front office to schedule.

**Holiday Market, Candice Goodman and Jen Weronski:**

* Thankful for everyone’s help. This was a good event. Noted it helped to have lots of kid volunteers; thanked Stephanie Schoennauer for touching base with secondary school to seek volunteers. Mentioned having live music out front was great too. Thanks to Mr. Clifford.

**Enrichment Matters, Kasondra Milton:**

* Winter Session begins next week: 6 classes, 82 students registered.
* Wil start advertising the Spring session towards the end of February.

**Spirit Wear, Jessica Santos:**

* Still trying to close out the Fall spirit wear sale. Have not received the bill from our printer who is also still working on backordered items.
* Will have a table at Bingo night to help sell current inventory.
* Looking forward – will start planning for Field Day orders.

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

* November spirit night at Paesano’s raised $250.
* Tried to plan Panera for a December spirit night but they were renovating the local store. Instead this spirit night will take place on January 11 (4pm-8pm). Must show flier by paper or on phone.

 **Staff Appreciation, Melanie Forshey:**

* Staff Appreciation week will be May 7 – 11.
* Theme: Destination Appreciation: A World of Thanks
* Reviewed the types of treats we plan for the teachers: lunch, snack, gifts etc.
* Banner nights will be held April 11 and April 25

**Social, Maria Evans:**

* Bingo Night is February 9
* Sent out a lot of requests for raffle items for Bingo night, still waiting for responses
* If anyone has connections to a corporation who could donate items for gift baskets, please let her know
* Pam Fine offered items she had in the Ways and Means inventory to be used.
* Maria asked for help with those companies who have declined her request, if you have a personal connection.
* Trina encouraged Maria to touch base with Ways & Means
* Will get in touch with Ashley Forster for volunteers to run Bingo night. Trina offered to work with Maria to design a sign-up genius.
* Pre-order forms will go home in this week’s Thursday Folder

**Ways and Means, Pam Fine & Flor Philips:**

* Read-a-thon will start March 1
* Using Whoo’s Reading again; all the info will be sent home through Thursday Folders
* Read-a-thon will be extended into April due to Spring Break.
* Working on getting some donations for the prizes.
* Trina reminded Maria to share leftover Bingo prizes with Ways & Means

**Announcements/Q&A:**

* Asked for Questions or comments. None.

Meeting adjourned at 7:51pm.

Respectfully submitted by Maureen Osler, Recording Secretary