

**Keene Mill Elementary School PTA  
Board Meeting #6 January 11, 2018  
Minutes**

**Attendance:**

Renee Miller, Principal, (present until 1:30) Penny Dunlop, President; Maggie Hamadi, 1<sup>st</sup> VP (present until 1:45); Elyssa Pinkard, 2<sup>nd</sup> VP; Mayra Johnson, Treasurer; Mary Luger, Secretary; Kelly Wevley, Volunteer Coordinator; also joined temporarily by Readathon Chair Iris Collis and by Nicole Zenker and Brian LaChance, staff members (for Helping Games)

1. Meeting called to order at 12:31 am.
2. Minutes from meeting #5 on 11-14-17 approved
3. **Principal's Message** Working with a team of people to compile answers to questions for the Blue Ribbon School Award; great honor to be selected. Spelling Bee went well. Parents can now pay online for fieldtrips, Boosterthon, etc. A new contract for Boosterthon has been signed. Still planning on doing it first 2 weeks of school. There's a hold on classroom libraries due to restrictions from FCPS.

[At this point staff members Nicole Zenker and Brian LaChance enter to discuss their work on the upcoming "Helping Games" Program described as a school-wide community service competition. The purpose is to show our school can make a difference: 4 teams; accumulating points throughout the quarter; different theme weeks; pep rallies with Feb. 2 start, final pep rally April 3<sup>rd</sup>. Suggestions on themes for first period welcome; discussion of "acts of kindness." (noted first pep rally needs to move up to 1/30). Goal of 60,000 points.

4. **President's Message** Thanks to Elyssa Pinkard, Christine Stefanakis and Cue Varma for Family Fun Night and Raffle. We have a concise list of students who won raffle prizes. The unopened prizes left over from Costume Bingo were returned and money saved. Back-to-School night supplies (ice cream, etc) have been donated so more money saved there. 6<sup>th</sup> grade T-shirts picked up and delivered to the teachers the week before winter break. Found funding for the Helping Games by getting a sponsor: Dr. Elhady Orthodontics.

[Skipping around speakers because **Readathon** chair, Iris, needs to leave] Iris: Would like help with video to promote Read-a-thon. Have had no replies to emails to volunteers asking for help. Another parent volunteered to help chair. Is it possible to do a class project to help out kids participating? Noted that 2 staff probably available to help with video. Poster idea (classroom project) approved but discussion about PTA role—give poster board to each classroom? Discussion about students writing their favorite books on posters to hang outside the library. Some ideas for dress-up days: Monday, book character day; another day, Cat-in-the-Hat, etc.

[Skipping to discussion on **Yearbook** as 1<sup>st</sup> VP needs to leave] Talked about starting online sales. What should be discount if set up early? Discussion about \$16 for early and \$18 for regular time? \$16 may not cover-- \$17 seems fair for early, \$20 for regular; discussion about making sure no other costs incurred. They are working on page layouts. Having some difficulties with the vendor—will give contact a chance before looking into other vendors for next year.

In other areas: setting up another restaurant night in May, probably Chipotle.

5. **Treasurer's Report:** Dues sent to VA PTA and Fairfax County on time (not too far off the budgeted net income after dues paid). Bingo expenses paid in in November. Netted a little more than what was budgeted (Total cost \$969; net income \$2,131). We have additional

\$70 in deposits for membership. Received \$350 from FC for our time at Whole Foods. Family Fun Night in negative because of pizzas – about \$200—plus receipts from Costco in negative. Not traditionally a moneymaker though. There may be a check from BoxTops soon.

**6. Reports of Standing Committee Chairs were as follows**

- a. **Volunteer:** Set for Family Science Night volunteers, thanks to high schoolers.
- b. **Membership:** Reported that other PTA online presence seem to be working OK so will need to figure out what happened with ours.

**7. Reports of Special Committee Chairs**

- a. **Yearbooks:** (Discussed earlier/above)
- b. **Restaurant Nights:** Set for Silver Diner on March 14; Chipotle on Feb. 2. Ledo is scheduled for April 10 and 11.
- c. **Family Fun Night and Raffle:** Maggie to follow-up with teachers to connect with prize winners. Feedback on DJ: He did a good job. All receipts are not in yet for Family Fun Night.
- d. **Reflections:** Have not heard anything from them over the holiday. Looking for “Recognition” and “Display”. Assembly on 1/30
- e. **Spelling Bee:** Things went well though participation down from earlier years. Possibly due to snow days and no flyer being sent out?
- f. **Family Science Night/Raffle:** Save the date went out and call for volunteers in NYC
- g. **School Supplies:** 2/1 too early to get a list from teachers (Sprout sent reminder that school receiving \$250 free supplies if lists in by 2/1 and we sell 300 kits.)
- h. **Directory:** Everyone should have access – limited to PTA members. There are extra hard copies. Went out later due to extenuating circumstances but up/out now.
- i. **Readathon:** (covered earlier). Have \$150 gift card from Target to use as prize or break down into several.
- j. **Book Drive:** Touch base to confirm with school.
- k. **6<sup>th</sup> Grade Party:** Budget approx. \$2200. We will pay Bob \$923.16 for T-shirts, now ordered.

**8. Unfinished Business**

- a. **PTA Conference:** Registration fee for 1/27-29 conference been paid already if anyone is available (board member registered earlier, now unable to go)
- b. **AtoZ Directories:** Do we want to continue with them and look at more options? (Spiritwear?)

**9. New Business**

- a. **Helping Games Project:** (discussed earlier/above)
- b. **Principal’s Coffee/PTA Meeting Feb. 27, 9:30:** While no decision yet on a guest speaker there is discussion about enrichment or internet safety
- c. **Last items:** Question raised about replacement for PTA Board positions. Some discussion but will talk more at next meeting

**10. Announcements**

- a. **Next Meeting:** February 20 at 9:30am

**11. Meeting Adjourned at 2:33pm**

## Board Meetings

All meetings will meet at 9:30 am in the KMES Conference Room in the front office. All parents are invited.

September 12

October 17

November 14

January 9

February 20

March 20

April 17

May 15

June 5

## PTA General Membership Meetings

August 31

September 5

October 2

February 27

April 5

May 4

June 5

## PTA Events & School Events 2017-2018

Aug. 21 Teacher Breakfast 8:30 am (Board to show at 8am)

Aug. 23 Envelope Stuffing 9:30 am (KMES cafeteria)

Aug. 23 Kinder.-New Student Meet-up (Playground) 6:30-7:30 pm

Aug. 25 School Open House, Kinder 10 am, new student 10:30 am, grades 1-6 11 am

Aug. 31 Back to School Night K-2/PTA meeting 6 pm

Sept. 5 Back to School Night 3-6/PTA meeting 6pm

Sept. 8 Booster Thon (not a PTA event)

Sept. 15 Back-to-school picnic (ice cream social) 6-7:30 pm

Oct. 2 Principal's Coffee/Volunteer Coffee 9:30 am & 6 pm

Oct. 14 Pyramid Challenge

Oct. 27 Costume Bingo

Dec. 1: Family Fun Night/Raffle, 6:30-8:30

Dec. 12: Principal's Coffee/PTA Meeting, 9:30 am

Jan.9-10 Spelling Bee, 6:30

Feb. 1 Family Science Night 6:30 – 8:30 pm

Feb. 20-Mar. 2 Book Drive

Feb. 26 - Mar. 3 Read-a-thon Fundraiser

Mar 5 Principal's Coffee/PTA Meeting

March 22 6th Grade vs. Teachers Volleyball Game (Lake Braddock H.S.)

Mar 10 Innovation Fair/Short General PTA Meeting

May 4 International Night/Short General PTA Meeting, 6:30-8pm

May 7-11 Teacher Appreciation Week

June5 Principal's Coffee/General PTA Meeting, 6:30-8pm

June 14 6<sup>th</sup> Grade Party