

Stenwood PTA
General Meeting Minutes (Draft)
Sept 10, 2019 at 7 pm

Welcome

Deanna Heier called the meeting to order at 7:05 pm.

Adopt Meeting Agenda

Lisa Mak made a motion to adopt the September meeting agenda. Wendi Carroll seconded. The agenda was adopted.

Approve May 2019 Meeting Minutes

Deanna Heier made a motion to accept the May meeting minutes. Chris Krouse seconded. The minutes passed.

Treasurer's Update

New Treasurer: Deanna Heier provided the update. Our Treasurer Chad Chapman had to step down as our Treasurer due to accepting a position that will require him to be overseas for part of the year. The PTA Board considered a number of applicants and voted to appoint Reshma Kari as our new Treasurer for the 2019-2021 term.

2018-2019 Audit Report: Deanna presented the Audit Report which was completed by the Audit committee over the summer. The PTA is in good financial standing. The audit report included a few minor/technical recommendations that the PTA Board will incorporate this year.

Deanna Heier made a motion to adopt the 2018-2019 Audit Report. Lisa Mak seconded. The Audit Report was adopted.

Approval of 2019-2020 Budget: Deanna presented the final 2019-2020 budget to the membership for approval. The preliminary 2019-2020 budget was passed in May which allowed the PTA to spend on items over summer the summer, like insurance payments. The new Board reviewed the budget and requested a few changes:

- Addition of a line item for the PTA-sponsored in-class Science lab sessions. For the last few years, the PTA has funded 3 lab sessions each year for the 6th grade. We are proposing to expand the program to include an additional lesson for 6th graders and add a lesson each for grades K-5.
- Increase to the Afterschool enrichment program line item for equipment and class support, including mobile whiteboard.

- Replacement of Principal’s Discretionary Fund to two new line items, School Support and Teacher Appreciation that will be spent based on the Principal’s recommendations on school needs.
- Removal of Water cooler line item since the water coolers were replaced with new refrigerators that dispense water via a gift from the PTA at the end of last school year.
- Increase to the Help the Hive fundraiser estimate to the same level as last year would be made to meet the above needs and ensure the budget remains balanced.
- *Addendum added by Deanna Heier 9/16/19:* The budget changes also included a reduction in the Field Trip transportation line item. The Board has proposed that PTA funds should be used to cover need-based funding only for field trips instead of funding all field trip transportation.

Deanna made a motion to approve the final 2019-2020 budget. Lisa Mak seconded. The budget passed.

President Deanna Heier reported the expenses and revenue as of August 31, 2019:

	2019-2020 Budget	Actual 2019-2020
TOTAL RECEIPTS	\$44,915	\$1,968.03
TOTAL EXPENSES (DISBURSEMENTS)	\$44,915	\$1,308.12
NET INCOME / (LOSS)	-	\$659.91
CASH, END OF MONTH RECONCILIATION		\$23,059.52

Principal’s Report

Mrs. Riley welcomed PTA members to the new school year and thanked them for coming to the August Open House and recent Back to School Night. She also expressed thanks for the PTA sponsored welcome back staff luncheon. She and Assistant Principal Meredith Mitchel will be attending the School Board meeting where Stenwood will be for receiving the Continuous Achievement Award. This award is given to schools by the Virginia Department of Education for schools that continue to show significant improvement in academic and school quality indicators over the last three years.

Mrs. Riley encouraged families to read the Wednesday “Hive Happenings” email. It is the school’s main source of communication for dates and events. The school is here to help families and support our students.

Stenwood is participating in an October 11 DC Wizards fundraising event at George Marshall High School in support of the Marshall Grad Night Party. Stenwood teachers Craig and Saruul will be playing in the game. Stenwood will receive a portion of proceeds. The event will be promoted in Hive Happenings. Ticket prices: Presale \$18/adult, \$17/student. At door \$20/adult, \$18/student.

President's Report

Deanna Heier discussed a number of open volunteer opportunities. We are in need of volunteers and a Chair for the 5K in April, 40 Field Day volunteers, as well as ice cream social volunteers.

Gallows Road Update –Roadwork will be beginning on the expansion of Gallows Road and I-66 this school year. The PTA and school have been working with local authorities on the expansion project's impact to Stenwood for over 4 years. As part of this, the PTA Board will continue to advocate for safety changes at the school entrance – this has been an ongoing conversation over the last 15 years. Mrs. Riley is talking with FCPS, school board representatives and VDOT. Deanna has had conversations with our school board member about the issue. She has also spoken with EMP (Express Mobility Partners) which is in charge of the expansion project. The EMP community liaison would like to come to the school and provide an update. This might occur during the October PTA meeting. Parents asked about the possibility of a traffic light. Mrs. Riley said FCPS has continued to ask for a traffic light, but there are state laws preventing this since the entrance is too close to the stop light at Cottage. Other safety measures have been requested, but all have been denied.

Committee Reports

Outreach:

Chair Deanna Heier discussed PTA plans to better support class parents this year. There will be a roundtable at the next PTA meeting, all are welcome. Chris Krouse is heading this up.

Communications:

Secretary/Chair Nicole Churchill provided an update on the AtoZ Connect Directory. Parents have until September 13 to confirm their information with the school. Then the information will be provided to Michele Cave who will load it into the AtoZ system. We will send emails to families asking them to confirm and add to the information.

Development:

Chair Danielle Gibbens said the Help the Hive kickoff has gone well. Over \$6,000 raised in the first week. The Fun Run is on October 25th. Grade-level Spirit orders are due Sept 13. The PTA is selling BEE Kind Refocus bands. Looking to expand the Dine Out program to include a parents-only dine out. PTA would also love to work with other Stenwood families that own local eating establishments.

Enrichment:

Chair Anjali Gupta explained that the Afterschool Program will start Sept 23. Registration ends September 10. All of the classes will be going forward, all minimum

participant levels were met. Planning has begun for future sessions. She asked for feedback on the classes offered and welcomed ideas about future sessions.

She was asked about how the new program was able to expand and if there were additional costs to the PTA. Anjali explained they were able to use Enrichment Matters, a third-party management model. There are no additional fees to the PTA, they are rolled into enrollment fees paid by families. Enrichment Matters manages all the vendors and the registration website. Since a lot more kids will be participating, the program will need parent support to ensure kids know where they need to be after school and are picked up on time. Each vendor does its own check in and check out.

Creative Bee volunteers are needed. Volunteers are needed for Field Day on October 11th.

Social:

Chair Lisa Mak updated the meeting on the Ice Cream Social (Sept 20). DJ starts at 6 pm. Monthly teacher luncheons (6th gr Oct 16) – Grades take turns hosting lunches each month. Staff really appreciates.

New Business

No new business.

Meeting Adjournment

Deanna Heier adjourned the meeting at 7:37 pm.