

Marshall Road Elementary



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Marshall Road Elementary PTA Minutes
September 6, 2017 @ 7pm
MRES Library

Attendees: Anna Moore (President), Andrea Kramer (Vice President), Amanda DuFrayne (Vice President), Laura Parker (Treasurer), Helen Lee (Secretary), Siddheoh Koustik, Vidya Subramaniom, Stephen Abott, Stefani Alleyne, Seth Kaplan, Adrian Alleyne, Amy Scott, Claire Moore, Annemarie McCaslin, Laura Jairam, Elizabeth Terry-Humen, Lisa Hoffman, Ashwin Joshi, Yesenia Argueta, Helga Tong, Jennifer Harlow, Lisa Kelso, Sangdon Park, Jeanine Aronowitz, Michelle Pezzimenti, Mel Keppel, Jennifer Heiges, Lisa Hoffman, Missy Dixon, Leslie Sarapu, Linda Richmond, Mandy Winkelman

- I. Call Meeting to Order – President, Anna Moore, called the meeting to order at 7:01pm.
- II. President’s Report – Anna thanked everyone for coming and introduced the new board.
 - A. Anna noted that volunteers were needed for the following positions
 - i. Teacher Appreciation Week Chair and Co-Chair (May)
 - ii. Staff Appreciation Chair (recognizing office staff, janitors, bus drivers)
 - iii. Spring Family Fun Night Coordinator (April)
 - iv. Garden: goal is to make it more of a learning garden for the students
 - v. Marquee: easy but important job; about 30 minutes once or twice a month
- III. June Meeting minutes – Anna made a motion to approve the June 2017 meeting minutes. Motion was seconded, attending PTA members voted, and the stated Motion was accepted.
- IV. Survey Results – Amanda highlighted some results of a survey completed by MRES parents at the end of the 2016-2017 school year. There were about 170 survey respondents. Parents generally noted that meetings were hard to make, particularly those scheduled in the daytime. Parents also wanted more service project opportunities. Given this feedback, we will now have regularly scheduled evening PTA meetings with childcare for school-aged children, during which the kids will do a service project. Parents also responded that they wanted to be involved, but did not have much time to give or did not know how to become involved. Amanda emphasized that all volunteers are appreciated, even if they only have a little bit of time to give. (Note: if you have further questions on the survey results, please reach out to Amanda at vicepresident@marshallroadpta.org)
- V. Principal’s Report – Jennifer Heiges noted the amazing new teachers hired. If parents have concerns, please reach out to the teachers; Principal Heiges is available too. Introduced Lisa Hoffman, the school librarian, as the heart of the school. Ms. Hoffman is the new teacher representative to the PTA and will attend meetings regularly. Principal Heiges plans to invite a new staff member to each PTA meeting so parents and staff members can meet more of the faculty.

Noted that Back to School Night will be on September 13, 2017 at 6pm where the newish Google pages for each grade will be discussed. Discussed Responsive Classroom, a school-wide positive behavior approach to everything (e.g., how to speak to each other, how to walk to the next class, etc.), is continuing with the addition of the Positivity Project, which is a free and ongoing project at MRES that involves words of the week (e.g., prudence), lessons that go with them, and an overarching philosophy of "Other People Matter." The school hopes to send to parents emails with the word of the week.

- VI. Audit Committee Report – Ashwin Joshi presented on the audit findings from the 2016-17 school year. Noted that everything was done correctly, so kudos to last year's treasurer Andrea Kramer! Found that Excel is not the best way to track things, so continued previous recommendations that Quickbooks be implemented and used going forward. Andrea Kramer moved that the audit report for 2016-17 be approved and adopted. Motion was seconded by Jennifer Harlow, attending PTA members voted, and the stated motion was accepted.
- VII. Treasurer's Report – Laura went over the proposed 2017-2018 budget.
 - A. Provided background on main sources of income: fundraising, membership dues, and Runathon (MRES' biggest fundraiser is held as a single big event rather than having to go back to conduct multiple smaller fundraisers).
 - B. Enrichment programs generally break even – the only exception is the school play which the PTA heavily subsidizes because the school lacks funds to pay for it.
 - C. Track improvement maintenance line item consists of first Runathon (2011) donations specifically made for building and maintenance of the track. However, FCPS took over maintenance of the track, so leftover fundraised money (about \$1300 now) is used for other things related to track (e.g., beautification).
 - D. Read Across America/Dr. Seuss Night has a higher amount estimated this year in order to invite an author speaker to the event.
 - E. Principal's Fund line item is \$0, as it usually is in the initial budget, because we don't know how much money we will make in a given year. Later in the year, when a likely amount for this line item is known, the amount will be brought by the Board to be voted on by the PTA membership at a future meeting.
 - F. Laura took questions for discussion. Elizabeth Terry-Humen questioned the projected year-end balance of \$1000 which she thought was low based on previous years' projections. Andrea Kramer clarified that the PTA has begun building in a large sum in another budget line for school-organized enrichment and intervention projects (e.g., half of annual Dreambox subscription, teacher compensation for before-school tutoring with students) and that the overall budget has conservative income projections (in order to minimize pressure on fundraising committees, although the Board thinks from past history that income projections will be exceeded) which contribute to the lower projected balance. Discussion then moved on to who decides the use of Runathon income.
 - G. Junior Great Books is \$0 because we are not spending money this year, just people/volunteers needed.
 - H. Andrea Kramer moved to approve the budget; Missy Dixon seconded; the attending PTA members voted (Elizabeth Terry-Humen expressed her concern with the projected year-end balance), and the stated motion was accepted.
- VIII. Program Chair Reports
 - A. Dining for Dollars – The first Dining for Dollars will be on September 19, 2017 at

- MOD Pizza Vienna. Kelli Lozada Reese created a flyer with all fall Dining for Dollar events that will be distributed to parents in the next couple of weeks.
- B. Enrichment – Seth Kaplan discussed some of the enrichment programs available this year and noted that more information about programs will be coming soon.
- i. Before-school programs include athletics, STEM, and Spanish
 - ii. Chess club begins next week
 - iii. Enrichment programs are separate from SACC, although SACC staff will walk SACC kids to the programs
 - iv. Pix and Stix is a full-year program now, starting in October (every other week)
- C. Runathon – Elizabeth Terry-Humen presented on the Runathon, MRES' main PTA fundraiser, which she chairs jointly with Missy Walsh. There are limited overhead costs (because many supplies are donated in-kind or covered by sponsorship donations), and it raises a lot of money to benefit the school. Look out for Save the Date cards – Runathon will be on November 10, 2017 which is a federal holiday. Participants can join for a whole day or just a little portion. There are many ways to help: run/walk, hand out water, clap for kids, contribute money, try to get a sponsor. There will be a tab on the PTA website to sign up and get informed about the Runathon – and to allow for electronic giving! Every child in the Runathon will get a t-shirt. Kids have lots of fun every year.
- IX. Special Presentation – Melyssa Plath, the Parent Resource Center Liaison, presented on the services provided by her office. Parent Resource Center is an FCPS office that supports parents and educators, focusing on kids with special needs. Showed the website and shared some events coming up such as ADHD awareness month (October), Trauma 101 (November workshop), and a workshop on insight into the adolescent mind. Noted that consultations were confidential and that her office will not contact MRES if you call and ask a question. There is a lending library available (the catalog is on the Parent Resource Center website); interlibrary loans are available to MRES if you can't come by their office. They have lots of resource guides for kids with special needs, such as information on autism, how to access a free national park pass, reduced fare metro cards, etc. Parent Resource Center has a tutor list of licensed FCPS teachers who are interested in working outside of work hours – this is a good resource for older kids. Finally, the website has a cheat-sheet with directions on how to receive Parent Resource Center news on News You Choose emails.
- X. New Business – no new business discussed
- XI. Meeting Adjourned by Anna at 8:14pm.
- XII. Next PTA Meeting with Principal's Tea is on October 20, 2017 @ 9:30am.

Parents and Teachers Please...

- JOIN the PTA! <http://marshallroadpta.org/join>
- DONATE to Friends of Marshall Road! <http://marshallroadpta.org/direct-donations>
- SIGN UP for ENews! <http://marshallroadpta.org/news/subscribe-to-eneews/>
- LIKE us on Facebook: MRES PTA

PTA Board Contacts

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