

Frost MS PTA Meeting Minutes

Date: November 13, 2019

Secretary: Susanne Fitch

Present: Maura Stevens, Becky Mancuso, Jennifer Cooper, Suzy Peeler, Susanne Fitch, Rhonda Anderson, Pam Edwards, Ellen Ingson, Kathy Hughes

Meeting called to order: 9:34 AM

1. Welcome: Kathy Hughes, PTA Vice President

- a. Kathy noted that the meeting was being held in the lecture hall because the Book Fair was underway in the library.
- b. She noted that she would run the meeting in place of PTA President LaTisha Elcock, who was out sick.
- c. Meeting attendees introduced themselves.
- d. There was a motion to approve the October minutes with corrections, which was seconded and passed unanimously.

2. Principal's Remarks: Linda Shannon, Assistant Principal

- a. Mr. Harris could not attend the meeting due to another commitment
- b. Ms. Shannon noted the first issue of the student newspaper was just released.
- c. The Falcon Run 5k is coming up this weekend. Unfortunately, the school has not raised the funds this year that it has in the past because sponsorships are down. The number of runners is the same as in the past, but the school is raising only about half the funds usually raised through this event. That is disappointing because the same amount of work goes into the planning and execution.
 - i. T-shirts are available to donors and runners and are being distributed in classrooms today.
 - ii. More food donations are need for the participants, such as granola bars.
 - iii. Some PTA members stated that the event was not as well promoted as it could be. There were suggestions for promotional flyers at local businesses and elementary schools. Ms. Shannon suggested that the PTA have a representative on the Falcon Run team in the future to help with publicity, sponsorships, and general planning. Kathy Hughes noted that the PTA already seeks sponsors for the Frost Student Directory; maybe there is a way to combine those efforts.
- d. Ms. Shannon noted that November 4, 2019, is a staff professional development day. Teachers go through a structured rotation and focus on specific skills such a providing effective feedback.
- e. The school renovation project is scheduled to start next year.
- f. Ms. Hansen was named Region 5 Teacher of the Month for her role in facilitating the event with Michael Platt, renowned for his cupcake business and work with those experiencing homelessness, for students in the Family Consumer Science class.

3. President's Report: Kathy Hughes, PTA Vice President

- a. Ms. Hughes warned members not to fall for email scams. There are some making the rounds in which the scammers impersonate familiar senders, such as the PTA President, and ask recipients to purchase gift cards. Ms. Hughes emphasized that neither she, nor Ms. Elcock, or any other board member will ever send an email requesting that someone purchase gift cards.
- b. There are still a number of vacant committee chairs, such as hospitality. The task of the hospitality chair is to set up the teacher appreciation lunch in May, and a few other lunches throughout the year. A budget and plan for hospitality is already in place. Kathy Hughes and LaTisha Elcock are filling this role currently.
- c. There has been discussion of hosting an International Night in conjunction with the spring book fair. Rhonda Anderson has agreed to cochair the event.

4. Treasurer's Report: Suzy Peeler

- a. Ms. Peeler reviewed the Income and Expense report.
- b. The balance as of the end of October was \$21,142.52.

5. Assistant Principal's Report

None

6. Vice President's Report: Kathy Hughes

- a. FCPS nominations are underway for the best new teachers, principals, etc. Nominations will close on Friday, November 15. Suzy Morningstar explained the nomination and selection process
- b. The PTA has its own News You Choose message that comes out every Tuesday morning. Coordinators of PTA projects can reach out to volunteer Sheryl Arenholz to have their information edited and compiled for these Tuesday morning messages.
- c. The PTA student directory is in production. It will be printed next week and distributed to all members before Thanksgiving.

7. Committee Reports

a. Membership Report: Ellen Ingson

- i. Membership goals have been met for the year.
- ii. Additional memberships may continue to trickle in.
- iii. Ms. Ingson introduced the Memberhub platform, which is made available by the Virginia state PTA organization at no cost. It is designed to help PTAs manage communications, scheduling, and online membership purchases. There are pros and cons associated with using this platform, which Ms. Ingson outlined.
- iv. The PTA can review the functionality at a later date to see if and how to use this platform.

8. Upcoming Events

- a. Skate Night
- b. SpiritWear Sales

9. Food4Thought: Maura Stevens

- a. There has been a tremendous response to requests for donations for Food4Thought. Now volunteers are looking for room to store the donated food.
- b. The program received a grant for \$1k from No Child Goes Hungry. The program is supported by several area churches as well.
- c. About 24 backpacks are filled each week. There are opportunities for other groups to help, such as Girl Scout troops, by holding a food drive.

10. Adjourn

The meeting was adjourned at 10:48 AM.

Next Meeting: Wednesday, December 11, 9:30 AM