

Approved As Written

**Poplar Tree Elementary
PTA Meeting Minutes November 16, 2016**

CALLED TO ORDER: 7:00 pm

In Attendance: Kara Balzano, Melanie Read, Holly Walker, Sharon Williams, Lisa Melchiori, Sherry Olson, Kelly Nuckols, Christopher Ferragamo, Karrie Delaney, Allison Denenberg, Nischala Aamidala, Susan Lowry, Kimberly Powers

APPROVAL OF MINUTES

Reviewed meeting minutes from October 19, 2016. Approved with correction to minor typo.

PRINCIPAL'S REPORT

Assistant Principal, Ms. Walker

What has been happening at Poplar Tree?

- Veterans Day Assembly was successful.
- The Big Dig – 5th Grade was very successful.

What's coming up at Poplar Tree?

- Thanksgiving Luncheon - November 17th
- 5th Grade Choral Production - December 7 (afternoon for students, evening for parents)
- Supporting our community with the Giving Tree (Our Neighbor's Child – bigger need for teenager toiletries) and a Toy Drive (Fairfax County Police Departments Santa's Ride) - November 21 – December 12 – Flyer will come home Friday with details & needs.

PRESIDENT'S REPORT

Lack of Volunteers – Still have no volunteer coordinator. We are also not getting volunteers for other activities. Poor sign-up for Thanksgiving lunch. Steady decline in the number of people who are volunteering over past few years.

Mini-Grant Report

Education Committee Met on November 1st.

- Seven mini-grants were approved for the full requested amount, totaling \$2,440.07.
- Five mini-grants were approved for a reduced amount, totaling \$1900.00.
- One mini-grant was approved with funding offered by the Library from their book fair proceeds.
- Two mini-grants were denied as outside the scope of the mini-grant program.
- A total of thirteen mini-grants were approved. The grand total from the PTA approved for funding from the PTA budget was \$4,340.07, with concurrence from the board for the overage beyond the approved budget. Mini-grants benefiting the total school population represented over 50% of the approvals.

Nominations for FCPS Employee Awards Program due November 22.

Treasurers Report

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Current Balance as of 11/16/16: \$37,038.83

Membership/Directory – Allison Denenberg

- Received 49 additions to join PTA through the online option. Teachers offered a PDF download.
- Thanks to advertisers, it helps us not have to pay for the directories. We saved a few hundred dollars.

Spirit Night & Online Auction, Chris Ferragamo

Sweet Frog spirit night made \$385.

Online Auction - All items but one have been paid. Received over \$2,700 for auction.

Fall Festival Recap, Susan Lowry

- Amount spent upfront: \$4,091.29
- Food revenue: \$1,717.50
- Total Spent: \$2,373.79
- More participation in poster content this year
- Apples offered as alternative to chips
- Charged \$2 for Rita's Ice
- Pizza outsold Chick-fil-A
- Budget did not cover prizes for games. Will need to buy prizes next year.
- Add 50/50 raffle next year?
- Seek out more high school volunteers
- Add sign next year to gym doors leading to playground: The Fall Festival is limited to the gym, cafeteria and school bus parking in front

Fall No Fuss Fundraiser

- Total Amount Collected: \$11,500. This number is short of last year and short of our goal.
- 534 households at Poplar Tree. 170 households donated (33.5%).
- Did a good job with communications.
- We have money in budget to cover shortfall this year. But we should look at items coming up for remainder of year. Need to have conversation in the spring about raising money next year. Numbers are not where they should be to cover current budget.

New Business

Discussion about increasing volunteers:

Bring more awareness to what PTA pays for (mini grants, events, etc).

Consider showing video at Back to School Night.

Fun Facts on Facebook Page

Discussion about reaching out to high school students who need service hours.

Upcoming Events:

Movie Night – Friday, November 18

5 Below Spirit Night – December 3-11. Will need to bring flyer.

No December Meeting

January Meeting – Virginia Education Savings Trust representative will be at PTA meeting.

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Meeting Adjourned: 7:47 pm