

Poplar Tree Elementary School PTA
Meeting Minutes
September 27, 2012

Meeting called to order at 7:03pm by Elizabeth Zielinski.

Attendees: Arian Hadley, Heather Ellison, Wanda Radler, Lisa Melchiori, Bonita Rogers, Sandy Jones, Jennifer Alvarez, Elizabeth Zielinski, Sharon Williams, Charlotte Matthews, Hallie Dillon, Natasha Raimist, Courtney Wenhold, Katie Booker, Lisa Payne, Emily Flynn, Stacy McMahan, Michelle Barnaby, Allison Denenberg, Hillary Raucheisen, Carolyn York

The August 9, 2012 minutes were approved as submitted.

Audit Report: Allison Denenberg

The Audit Committee was Allison Denenberg, Shena Jocuns, and Joyce Schmalz. The committee found the financial books to be in excellent shape. A few minor corrections to procedure were suggested and can be found in the audit report.

There was a motion to approve the audit as submitted. The motion passed.

Principal's Report: Sharon Williams

EpiPen policy: FCPS has a new policy for the use of EpiPens in response to reactions to "unknown allergies". Poplar Tree is fully compliant with training requirements and has an EpiPen response team in place. Two EpiPens will be kept in the front office for use in a situation with an unknown allergic reaction. Staff will follow FCPS protocol when administering EpiPen treatment. Parents do not have to give permission for EpiPen use in an emergency situation. EpiPens will also be brought on all field trips

Upcoming Dates:

October 5: Interim reports sent home
October 5: SCA elections
October 8-12: Custodian Appreciation Week
October 11: Bully Plan assembly
October 12: Anti-Bullying Day
October 18: Pocahontas, Cultural Arts Assembly for grades K-6
October 22-26: Red Ribbon Week
October 22-26 Bus Drive Appreciation Week
October 24: Fall Picture Day
October 29-November 2: Fall Book Fair
November 1: Chantilly Pyramid Choral Concert
November 5-6: Teacher Work Days (no school)
November 9: Veteran's Day Assembly
November 15: Thanksgiving Luncheon

Anti-Bullying Day: Hallie Dillon

FCPS is focusing on Anti-Bullying this year. A Chantilly Pyramid task force has been planning activities for October 12. All schools in the pyramid will use the same theme and logo. Theme is "Stand by Me". The kickoff assembly will be on October 12. Among other activities, each student will receive a purple wristband and will sign a pledge promising to be bully-free. Student handprints will be hung on the walls in a chain that connects classroom to classroom. The task force is looking for other ways to involve parents in the anti-bullying efforts. Any ideas can be brought to Mrs. Dillon.

President's Report: Elizabeth Zielinski

- The PTA now has volunteers to run the Silent Auction and Reflections program.
- Winterfest was cancelled for lack of an event chair.
- The membership drive and fall fundraiser have been affected by Poplar Tree's smaller family population this year. Numbers are down. The PTA may have to look for additional means of raising funds or may have to reduce or cut events.
- PTA meetings will now alternate evening and daytime meeting times. The schedule is on the PTA website.

Legislative Agenda: Charlotte Matthews

Charlotte presented the Virginia PTA's legislative program to the meeting attendees. Members were given ballots to vote on the two legislative action items and one position statement offered by Virginia PTA. Charlotte will report the voting results to Virginia PTA.

Treasurer's Report: Jennifer Alvarez

An official Treasurer's Report covering summertime financial activities will be presented at the October meeting.

Budget:

Jennifer presented the 2012-2013 PTA Budget for membership approval. After review, the Grant for Boardmaker software was removed from the budget because it isn't needed this year. **There was a motion to approve the budget as amended. The motion passed.**

Membership: Sandy Jones

Currently the PTA has 355 members, including 28 staff members. This represents 240 households of about 460 in the Poplar Tree school community.

Fall Fundraiser: Allison Denenberg

The current Fall Fundraiser total is \$8,200. About 172 families have participated so far. 37% of PT families are funding 54% of the fundraiser goal. Allison would like ideas to increase participation. She will send out another flyer in 2 weeks outlining these numbers and emphasizing the specific activities that the fundraiser will support. Elizabeth Reece won the Kindle Fire.

Staff Appreciation: Charlotte Matthews

- The PTA will bring dinner to the custodial staff during Custodian Appreciation Week in October.
- For Bus Driver Appreciation Week, the PTA will give all bus drivers and their assistants a Starbucks gift card and a thank you note.
- For Halloween, staff will receive a treat bag in their mailboxes.

New Business:

Running/Walking Club: Sandy Jones reported on the start of the Morning Running/Walking Club. The club is open to all students. About 30 have signed up so far. Students will meet at 7:45am and run/walk laps on the back fields.

GLOBAL Spanish afterschool program: There was interest expressed in starting the GLOBAL Spanish afterschool program again. Liz will contact Heather Croxton to see if she is interested in coordinating the program this year.

Next meeting is Tuesday, October 9 at 10 am in the Language Arts Room.

The meeting was adjourned at 7:59pm.

Respectfully submitted by

Arian Hadley