

Poplar Tree Elementary School PTA
Meeting Minutes
April 9, 2013

Meeting called to order at 7:07 pm by Elizabeth Zielinski.

Attendees: Mary Yee, George C Hohmann, Adrienne Nicholson, Sharon Williams, Lisa Melchiori, Elizabeth Zielinski, Sandy Jones, Carolyn Caywood, Jennifer Alvarez, Carolyn York

The March 12, 2013 minutes were approved as submitted.

Principal's Report

- Mrs. Williams reported that Gary King has been selected as a finalist for Support Employee of the Year in Fairfax County. On May 22nd, a meeting will be held at George Mason University to announce all the winners. Mr. King had an interview with the review board and submitted a video entitled, "What I Like about Poplar Tree". The winner will receive recognition for their accomplishments and a cash prize.
- An invitation was extended to all members of the PTA Board to attend the Volunteer Tea on April 17th in the library and Language Arts room beginning at 10AM.
- On May 3rd, the Kindergarten Orientation will be held. So far, there are over 60 children enrolled for the fall.
- Over the summer, several programs will occur simultaneously at Poplar Tree. RecPac will meet, as well as several adult community groups, Mrs. Williams' program for continued learning and Special Ed will continue throughout the summer.
- The new Student Rights and Responsibilities manual is undergoing revisions. Look for an opportunity to review the approved materials and give feedback via email to the County.

President's Report

- Elizabeth Zielinski reported that Math Night will be held in the gym and cafeteria on April 16th from 7 – 8pm. Mrs. Schneiders has done a wonderful job coordinating this free event for Poplar Tree children and their families. She has also arranged for the Math Magician to perform for the children today. The online math challenge for 4th and 5th graders will occur soon, as will Challenge 24.
- Julie Majkowski, our Reading Specialist, has organized the summer reading program called Think Stretch. Booklets can be purchased for \$20 each. Look for order forms in the Friday Folders very soon. The booklets contain reading materials with lesson plans at the end of each exercise. Those students who complete the Think Stretch program will get medals for demonstrating they have maintained their reading skills over the summer.
- Kathy Smith met with parents to discuss the causes and possible action plan to correct the projected decrease in population at Poplar Tree over the next 5 years. Linda Burke also attended the meeting.

Treasurer's Report

- Jennifer Alvarez reported that we currently have a \$19,000 balance in the bank. This decrease is reflective of the payments made to the Teacher Fund and the final deposits and expenses from the Carnival.

Committee Reports

Staff Appreciation – Charlotte Matthews reported that Administrative Professionals Week will occur from April 22nd through 27th. The PTA is providing lunch for the staff in the front office and the librarians. From May 6th through 10th, it is Teacher Appreciation Week! On Monday, a catered lunch will be provided to all teachers in the cafeteria, on Tuesday, the families of Poplar Tree will provide a plethora of desserts to thank the teachers for all their hard work. On Thursday morning, a spread of pastries and juices will be provided for the teachers in the library for breakfast. Throughout the week, other tokens of appreciation will be given by the children to the teachers such as flowers and cards.

6th Grade Party – Elizabeth Zielinski reported on behalf of Lori Barnes that the party will be held on the afternoon of the last day of school. More details will follow.

Nominating Committee – Jennifer Alvarez reported the slate of nominated officers for next year's PTA Board as: Elizabeth Zielinski for President, Sandy Jones for 1st Vice President, Carolyn York as 2nd Vice President, Carolyn Caywood for Secretary and George Hohmann for Treasurer. There was a motion to approve the slate of officers. It was seconded. The motion carried.

New Business

Historically, in April there are two PTA meetings. First, a business meeting is held to review the budget for the coming year. Second, the new slate of officers is formally adopted. We will only have one April meeting this year. The reserve funds are low. The Board has decided not to grant any of the items on the Teacher Wish Lists. They can always be re-visited in the future. A needs/wants assessment will come out soon to determine which fundraisers/activities the current population at Poplar Tree is interested in keeping for the coming year. Allison Denenberg, Adrienne Nicholson, and Lisa Melchiori will assist Elizabeth Zielinski in the development of this assessment survey.

The meeting was adjourned at 8:02 pm.

Respectfully submitted by,

Mary Yee
Secretary

