



Louise Archer PTA

WHERE THE SUN ALWAYS SHINES

PTA MEETING MINUTES - NOVEMBER 2023

Louise Archer Elementary School
November 9, 2023 @ 8:00pm

Board Members:

- Nausheen Khan - President
- Tooba Malik - Vice President
- Steve Soliday - Treasurer
- Katie Nevitt - Secretary

Agenda Items

Call to Order: 8:04pm

Treasurers Report.....Steve Soliday

- Income : Total Income ~\$50k (Total Income less Programs = ~\$7,500)
 - Memberships & Donations
 - ▶ Membership up to ~\$4k however we still owe money back to the state PTA so goal of ~\$2k
 - ▶ Currently up to 269 members vs last years total of 157
 - Fundraisers :
 - ▶ Givebacks is starting to trickle in slowly. (If you haven't already, please consider downloading the browser extension or link your credit card. Doing so will 'giveback' to Louise Archer PTA).
 - Community Events :
 - ▶ Sock Hop pre-purchased tickets = ~\$250
 - ▶ Sock Hop expenses = \$400
- Expense :
 - Student Support :
 - ▶ Reflections ceremony approaching - funds being spent in preparation
 - Parent, Teacher, & School Support :
 - ▶ Educational Licenses and Supply Closet have spent some funds
 - ▶ Classroom Funds is being used more than last year which is great. (\$100 per class + \$35 (split of the sixth grade class gift from last year))
 - ▶ Mini Grants items have been purchased and are starting to arrive. (Of note: we made our existing Amazon account into a Prime account (free shipping) by reducing the number of users down to one).

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□ Notes :

- ▶ The PTA has gotten a debit card which makes paying for online items much easier. Per Virginia PTA, it is to never be used in an ATM.

□ Snap shot:

Bank Balance	68,716.30
Programs Cost	(42,975.07)
Outstanding Checks	(7,300.11)
Expected Income	19,569.61
Expected Expenses	(39,871.61)
Credit Card Fees	3,500.00
Projected EOY Balance	1,639.12

Presidents Report & Program Notes.....Nausheen Khan

- Join the PTA - different membership levels available; join this year at <https://louiseacherpta.org/>
- Open Positions:
 - Read-a-thon Chair
 - ▶ A Read-a-thon is an event during which people read books for a certain period of time, often as a fundraising event. Participants set a reading goal and try to read more than they usually do. The volunteer tasks involved in a Read-a-thon include promoting the event, reading to children (or being read to by them) to encourage their progress, organizing and distributing prize incentives, and collecting tracking data.
 - STEAM Fair Chair
 - ▶ The purpose of the STEAM Fair is to provide an opportunity for student's to think critically and combine science, technology, engineering, art, and math skills. The STEAM chair will be needed to promote and implement the fair.
 - Walk to School / Safe Routes Chair
 - ▶ Safe Routes to School (SRTS) is an initiative that works to make it safe, convenient, and fun for children to walk and bicycle to and from schools. The goal is to get more children walking and bicycling to school, improve kids' safety, and increase health and physical activity. A PTA SRTS chair will assist in creating a travel safety plan that includes drop-off instructions for private vehicles as well as safe access for students walking or bicycling to school.

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- Directory Co-chair
 - ▶ The Directory Committee is in charge of creating the Louise Archer Elementary Directory, which contains the contact information of LAES families who opt in. The goal is to facilitate communication and connections within the community.

- Nominating Committee Chair
 - ▶ The PTA nominating committee is an elected committee that is responsible for recognizing and recruiting the most qualified people available for elected PTA positions.

- Reflections Chair
 - ▶ The Reflections Chair coordinate a theme based art contest (dance choreography, film production, literature, musical composition, photography or visual arts) among students for entry of an art item that fits the National PTA's annual theme. All aspects of communicating the program to the students, collecting applications (digital), judging entries, and award recognition are required.

- Yearbook Co-chair
 - ▶ Yearbook - Does layout for the entire yearbook, including staff, student photos as well as candid, clubs, etc. Manages cover art contest. Works with office staff to distribute yearbooks. Also needed is a yearbook fundraising chair.

- What does the PTA do....?
 - ▶ Shrinking budgets. Increasing class sizes. Government mandates. The challenges of delivering quality education are real. The PTA, or the Parent Teacher Association is a network of families, students, teachers, administrators, and business and community leaders devoted to the educational success of our children. At Louise Archer, the PTA plays a crucial role in supporting financial needs *outside of the school's budget* and enriching the educational experience. Local PTAs are self-funding. By inviting the entire school's parent community to join, we generate membership fees to pay for programs. We often organize fundraisers and other initiatives to raise funds for LAES as well. These extra resources can be used to support various educational programs, extracurricular activities and infrastructure improvements. We rely on volunteers to organize and execute these activities. This volunteer support can extend to various school events, classroom assistance, mentoring programs and more (i.e. Field trips, before/after school activities, guest speakers, etc). Increased parental involvement is linked to improved academic performance and reduced behavioral issues among students. Grades are higher. Test scores improve. Attendance increases. Louise Archer ES PTA keeps the entire school community informed of current events, issues, and accomplishments via newsletters, emails, social media, and regular meetings. For more information visit <https://vapta.org/>

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- Loyalty Programs
 - Harris Teeter Loyalty Program - Please link Louise Archer to your VIC card! Earn money for Louise Archer when you shop at Harris Teeter. (Link your card to Louise Archer ES #6189)
 - Givebacks —> Shop to Give Program where you can link your credit card and shop at local businesses like restaurants and they give a kickback to the PTA. Also available is a browser extension which gives 20% back. Please take a look and give it a try to help support that LAES PTA

- Make-Up Photo Day is Wednesday, November 15th. If your student was absent that day, they will have their photo taken for the yearbook. A slip of paper with their name and a unique QR code will be given to your student. Their picture should be available for viewing and purchasing within a couple weeks. If your student was present, but you would like their photo retaken, please make sure their teacher knows. If you purchased a packet and want the photo retaken, please bring the original packet to the photographer.

- Directory Update: Manpreet is having difficulty with the data upload and working with A to Z Connect. Hopeful to have this done by Friday, Nov 11th for parent review in the app. Reminder - we are *not* printing a physical directory this year.

- Book Fair : The annual Book Fair is from Nov. 6th-21st. We will continue using the virtual Book Fair format due to continued construction. There will be a website set up for our school where students and their families can purchase books. We will be using Bookworm Central, so we can expect the same high-quality selection of books we usually have. Books are shipped to students' homes for a small shipping fee (or free with a certain minimum purchase). Any proceeds will be used to support the LAES Library program and buy books for the library. We will also have virtual teacher wish lists for families that may want to purchase books to donate to a teacher or classroom.

- Food Drive : LAES is conducting another food drive (separate from the Madison Canned Food Drive) for our food insecure families to go home around Thanksgiving. If you are willing and able to donate any of the items listed below, we would greatly appreciate it. All items should come to the front office by November 15th. Our fantastic Cub Scouts Pack 78 will stuff the bags and have them ready for families to pick up.

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Sunshine Committee.....Alice Tran Suh

- To help spread sunshine and cheer this committee has distributed gift cards to the following:
 - Previous (Catching up)
 - ▶ 20 Birthdays (Sept-Nov)
 - ▶ Mr. Jacobs - National IT Professionals Day (Sept)
 - ▶ Our 5 Custodians for National Custodian Day
 - ▶ Mr. Schatz - National School Psychology Week
 - Upcoming
 - ▶ Nov 15th - Educational Support Professional Day
 - ▶ December 2 - Special Education Day

Supply Closet Committee.....Alice Tran Suh

- Thank you PTA for helping stock our first supply closet for the Teachers! This first round was stocked by the PTA budget.
- Louise Archer community, be on the look out after the holidays for information about a Stock the Closet supply drive in January! (This replaces the supply drive we used to have in May for Teacher Appreciation Week. Feedback: too late in the year to use supplies and would prefer a few months earlier).

Sixth Grade Celebration.....Alice Tran Suh

- Due to ongoing construction we are unable to host the sixth grade celebration at LAES however Madison HS has been gracious to let us use their building.
- To all sixth grade parents, if you have not received an email from Alice, please reach out to her ASAP for important information.
- Alice hosting an Information Night at her house on Thursday, Nov 16th. Please attend.

Stock the Fridge.....Alice Tran Suh

- This past week we've stocked the fridge so thank you to any parents who donated items for Mondays STF.
- Stocked upstairs and downstairs teachers lounges with snacks and drinks for the upcoming teacher workdays, we hope the teachers know we appreciate them.

Sock Hop Committee.....Molly Peng

- This is a free event. The PTA sells tickets for you to purchase pizza and drinks only. Attendance is free.
- There will be limited parking so please plan accordingly. The church parking lot will be open and available to use as well.
- This is not a drop off event. We expect the parents to be with their children throughout the evening.
- As Louise Archer is an active construction site it is imperative that children follow school wide hallway expectations as they move from the cafeteria to the gym.
 - ▶ Food & Drinks in Cafeteria from 6:00p-7:30p
 - ▶ Dancing in the Gym from 7:00p-8:30p

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- Preordering tickets is preferred. The sixth graders will not be able to accept cash for the food. Phone reception in the new building is spotty so you'll be better off preordering and picking your tickets up than you may be waiting in line for credit card readers. (We may run into technical issues due to low internet connection).
- All tips will go towards the Sixth Grade Celebration. Tip jars will be set out for cash donations and a PTA Venmo account (@ArcherPTA) will be accepting tips as well.

Cookie Carry.....Lauren Padgett

- December 11, the Monday before Winter Break
- Parents can make a treat and drop off at Laurens house over the weekend or she'll be at the school to collect early that morning to set up in both teachers lounges.
- No restrictions. If you include a label with any typical allergens I will put it with the item. Or if anything is gluten free, dairy free, etc, I will make sure to label those as well.
- Reminder will be sent out via Sunbeam and social media.

Mini Grants.....Cathy Chen

- For those unfamiliar with the PTA's mini grant program, we solicit applications from teachers twice a year, usually after the 1st and 2nd quarter. This gives teachers time to figure out what's needed and for the kids to benefit from during the current school year.
- This year we've set aside \$10k and this Fall we've received 10 grant applications which were all approved by the PTA. These include:
 - ▶ Higgins (6 copies of 21 novel sets), \$1,116
 - ▶ Reilly (minimal pair and sound cue cards), \$324
 - ▶ 2nd grade (games and books), \$278
 - ▶ 4th grade (Scholastic Storyworks and Scholastic Scope), \$967
 - ▶ Monroe (storage containers and math resources), \$358
 - ▶ Malo (books related to students with disabilities), \$439
 - ▶ Special education (color printer and ink), \$320 (used classroom funds)
 - ▶ Bechtle (classroom decorations and supplies), \$324
 - ▶ PE (2 inflatable gaga pits), \$1,200
 - ▶ Monroe (Scholastic Scope), \$187
 - ▶ Akpinar (bibliotherapy books), \$63
 - ▶ Sobel (color laser printer), \$318

TOTAL grants: \$5,893

- Applications will be sent out late Dec/early Jan for the second round. Please remind your teachers to keep a look out for it. We have about \$4k remaining this year.

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LA5K & 'Sun' Run.....Liz Young

- Scheduled Sunday, April 28th. Previous years it's been held in March however Liz has gotten feedback that it was very cold, so it's been pushed to April.
- We can't start at LAES due to construction therefore Start/Finish will be at Madison High School using a similar route to one used pre-pandemic.
- The Fun Run (now deemed the Sun Run) will consist of the children running around the Madison track a couple of times (costumes?) then the 5K will begin.
- There's still a lot to be done. Please keep a lookout for fundraising/volunteer opportunity solicitations for both planning and actual event.

School Principal & VP Report.....Michelle Makrigiorgos & Jennifer Condra

- End of quarter parent/teacher conferences available, if you haven't done so, we urge you to reach out to your teachers.
- The playground is now open. It's beautiful and the kids are excited to finally have access.
- The front area of the school where parents typically pick up walkers (mulched) is blocked off and the new (grassed) area is available to pickup your children during this next phase of construction.

Questions / Comments: (none)

Call Meeting to Close : 8:50p

Upcoming Events: * No PTA Meeting in December

- November 10 - Sock Hop (6:00 pm - 8:30 pm)
- November 15 - Dining for Dollars (Social Burger)
- November 15 - Picture Day Makeup
- November 22-24 - Student Holiday (Thanksgiving Break)
- November 30 - Reflections Reception
- December 11 - Cookie Carry
- December 13 - Dining for Dollars (Chipotle)
- December 18 - January 1 - Winter Break