

Call to order: 8:02pm

Principal's Report – Michelle Makrigiorgos & Jennifer Condra

- Construction / Renovation Presentation :
 - Nothing has changed from the original site plan (<https://louisearcherpta.org/wp-content/uploads/2021/11/Louise-Archer-ES-PTA-presentation-21-1118.pdf>)
 - Timeline:
 - Phase 1 -
 - On schedule for new building additions & cafeteria/kitchen
 - As soon as summer begins construction crews will be renovating the gym, installing a new playground, and surfacing the blacktop to the right of the parking lot
 - To be completed by July/August 2023
 - Phase 2 -
 - Renovation of the current building then removal of modules (~February/March)
 - Note: The beginning of the 2023-2024 school year will mostly be in the new building addition as well as the modulars while the inside of the current building is being renovated.
 - To be completed February 2024
 - Phase 3 -
 - Renovations of front office and library
 - To be completed Summer 2024
 - Final Project Completion - August 2024
 - Survey Questions Answered:
 - Modular -
 - The modular will be in use by the 3rd grade until February
 - Removal of modular is expected in March
 - Cafeteria -
 - Probably a little bigger / layout is a similar
 - Lunch schedule is currently 10:45-2:00 and it will remain in that time frame so that its not overloaded/overcrowded and can still be used for other activities throughout the day.
 - Outdoor / Green Space -
 - The outdoor basketball courts, playground, and front tent space will all be renovated starting in the beginning of the 2023-2024 school year.
 - Tree Preservation -
 - Tree preservation was considered during the design phase and approved by the Town of Vienna and Arborist. Since that time, arborist and Fairfax County Officials have been looking at tree preservation (front & sides of building) and are developing a landscaping plan.
 - It is likely we will have to remove some unhealthy trees that are causing some concern.

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- New Rooms -
 - Slightly larger classrooms, flexible seating opportunities, carpet space and less furniture to allow students more movement in the classrooms. And of course, the building is much larger therefore there will be much more movement in & between spaces.
- Administration meets with construction every other week so if you think of any other questions you'd like to ask, feel free to send them, and updates will be sent out during the end of the year.
- End of Year Testing :
 - The week of June 12th the SOL scores will be posted to your ParentVue accounts.
 - iReady will be posted to your ParentVue accounts -
 - Grade 1 & 2 : week of June 5th
 - Grade 3 through 6 : week of June 20th
 - Kindergarten assessments will be delivered by mail in mid-July
 - WIDA results will be delivered by mail the week of June 12th

Treasurer's Report – Steve Soliday

(A reminder to chairs to submit receipts for reimbursement. Please send your disbursements by the last day of school in order to be timely reimbursed this school year to treasurer@louiseacherpta.org)

- Fundraisers : (below are the amounts we cleared due to associated cost)
 - LA5K - cleared \$4,300 for the LA5K
 - Pizza Bingo - cleared \$7,200 during Pizza Bingo
- Community Events (events where we are supposed to break even)
 - Faculty Volleyball we lost some \$\$ (sharing of expenses with Wolf Trap)
 - Skate Night - \$900 profit
 - Sock Hop - \$500 profit
 - (UPCOMING) Sixth Grade Celebration - Note: Usually held in the school however due to construction they're going to be renting out the Vienna Fire Department Hall which has an associated cost to it. the associated cost (\$1150) is one they don't normal have when they have the school at their disposal, therefore the PTA is asking for a vote tonight to increase their budget by \$1150 to help with the rental expense which we have from the profits from Skate Night and Sock Hop.
- Expenses :
 - Azura Fund - a little over budget so the executive board bumped the budget line up to \$500.
 - Mini Grants - \$528 over budget so the PTA is asking for a vote tonight to increase to \$1,000 which will make the bring the new budget to \$13,000. Any funds leftover will be rolled into next school year's school supply closet fund)

- Vote :
 - The budget increase of \$1,150 to the Sixth Grade Celebration was voted on and approved
 - The budget increase of \$1,000 to Mini Grants budget for school supply closet was voted on and approved

President's Report & Program Announcements – Lynde Herzbach

- Critical need for two essential volunteers – President and Co-Web Master
 - President – My term as president is ending. We are looking for a volunteer who is interested in being PTA President starting in the Fall. If you have any questions or may be interested, please feel free to email me (president@louisearcherpta.org)
 - The job requirements for the President include:
 - Oversees and coordinates the executive board
 - Presides at PTA meetings and executive board meetings
 - Meets with the school administration before each PTA meeting
 - Assists committee chairs with PTA resources, organization, and communication
 - Designated as an authorized signer for PTA checks, contracts, and authorizations for payment
 - Works with other PTA leaders to connect families, school, and community
 - Web Master shadow – we need a volunteer to be a co-webmaster with Jerry for the next year or two and then take over. Preferably, the volunteer would have at least three or four years left at Louise Archer, so someone with a student in the younger grades or younger kids who are future students.
 - The Co-Webmaster will assist with organizing, maintaining, and updating the PTA website and related technology. The PTA will also be transitioning to more user-friendly and less bespoke technology options over the next year. The Co-Webmaster will assist with the transition.
- Next year's Vice-President - Nausheen Khan
 - PTA is in need of a new Vice President. New parent to LAE, Nausheen Khan, volunteers for the position.
 - Nausheen Khan as the PTA Vice President was voted on and passed.
- Open positions for next year – we have many volunteer opportunities for next school year, if you have any interest in volunteering, please feel free to email me. Just a few of the open positions include:
 - Dining for Dollars Co-chair
 - Directory Chair
 - Faculty Volleyball Game Chair
 - Field Day Chair
 - International Night Chair
 - Pizza Bingo / Silent Auction Chairs
 - Reflections Chair
 - STEAM Fair Chairs
 - Yearbook Chairs

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- Volunteer Organizing (SUG) chair
- The PTA relies on all of the amazing volunteers in order to provide so many activities and events as well as support for the school. The membership dues are also important to fund our budget. Next year, we will need to increase the PTA dues in order to make sure we are covering our costs and dues for the Fairfax County PTA and Virginia PTA.
- Summer Playdates
 - The PTA is organizing summer playdates for rising Kindergarteners and rising third graders.
 - Thank you to Leah Balsam who is organizing the rising kindergarten playdates, we'll have more information on dates and location shortly.
 - We are looking for a parent of a rising 3rd grader to organize some summer playdates for all Louise Archer rising 3rd graders. Last summer it was a great way for new 3rd grade AAP students to meet the rest of the rising Louise Archer 3rd graders.
 - Also, if parents from other grades would like to organize summer playdates, the PTA is happy to help. Please contact me or Katie.
- School Supply Kits :
 - The [School Supply Kit Program](#) is back and the sale is now open through **June 9th**. Order your kits now for the 2023-2024 school year! Our grade-level teams have carefully created these supply lists and these kits will only be available for purchase online.
 - Go to [SchoolKidz Supply Kits](#) and enter the school ID 93768. Select your child's grade for the upcoming 2023-2024 school year and follow the directions to complete your order.
 - Keep your online confirmation as your receipt.
 - School Supply Kits will be delivered to Louise Archer before the first day of school. It is a great fundraiser for the PTA.
 - If you have questions, please contact [Lauren Downs](#)
- Junior Optimists - Pull for the House Drive :
 - The LAES Junior Optimist Club is currently holding a Pull for the House Drive! They are collecting pop-tabs and donating them to the Ronald McDonalds House Charities. The Ronald McDonald House recycles the pop-tabs and uses the money to help support programs that ease the hardship of childhood illness on children and their families.
 - The drive goes until **May 31st**. The pop-tabs can be dropped off outside the front office.
- Summer Sports Camp :
 - There are still spaces for the Summer Sports Camps! The camps are run by LAES' PE teachers and the Sports & Games LLC staff.
 - The sessions are: **June 19-23**, **June 26-30**, and **July 31–August 4**. Camp will run from **9:00am to 2:00pm**.
 - Registration will be open on the LAES PTA website until the sessions are full. Note: Due to school renovations, the sports camp will be held at Vienna Adventist Academy this summer.
- Teacher Appreciate Week Update :

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- A huge thank you from the staff for Teacher Appreciation Week! Thank you for all of the support throughout the year!
- International Night Update :
 - Thank you ALL again for your time and energy to make this event a success!
 - We had about 200 people and everyone had a great time!
- Dining for Dollars –
 - June 8th (all day) @ Foster's Grill

Sixth Grade Celebration – Shannon Aimone

- First, thank you for voting to increase the budget.
- Event - Friday, June 9th 7-9 at the Vienna Fire Department. Luau theme. Students received their invitations and sunglasses a few weeks ago. They're really excited.
- Two hours of entertainment (DJ, photo booth, corn hole and games).
- Security - parent volunteers will be stationed at the back door, side door, checking in-out, monitoring bathrooms, etc.

Field Day – Jennifer Thomas

- Friday, June 9th
- Lots of volunteers signed up (all of the events are now covered) however we still have some needs - ie. popup tents, help with setting up & breaking down, popcorn station, ice runner for snow cone machine.
- May need to send out an updated signup genius targeted to those needs.
- Obstacle course has been rented and snow cone machine has been procured.

Questions/Comments

1. Where should walkers wait in the morning before the morning bell?
 1. Likely back near the new building but that's to be determined. Lots of logistics still being worked out. _
2. Any staff/teacher update?

Rarely have much turnover so likely very few, if at all. Notice will be sent out around June.
3. Is it real grass or turf?

Believe it's really grass but I can update you on that.
4. The PTA supply closet be made available in the new building ?

Of course, we have so much more storage - we'll definitely find a place for PTA

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5. Is there a general need for boxes for teachers moving their classrooms?

Teachers are allowed 15 boxes each for the move however they will still have a need for more. Donations are welcome.

6. Box size requirements?

Any sizes are appreciated. You can drop off in the front office and if its for a specific teacher you can let the office know.

Comments : Sending out a special thanks to Lynde and April for all the hard work you've done.

Look out for more information on the following upcoming events:

- Dining for Dollars (June 8th)
- Field Day (June 9th)
- 6th Grade Celebration (June 9th)

Call meeting to close : 8:44pm

PTA Renovation Presentation

5/25/23

PROPOSED SITE PLAN



FLOOR PLANS



1ST FLOOR PLAN →



2ND FLOOR PLAN →

LEGEND

	ADMINISTRATION
	HEALTH SERVICES
	FOOD SERVICES
	LIBRARY
	ELEC/MECH/PLUMB
	SPEC ED & INSTRUCT SUPPORT
	GENERAL EDUCATION
	ART DEPARTMENT
	MUSIC DEPARTMENT
	PHYSICAL EDUCATION DEPARTMENT
	STUDENT ACTIVITY / SUPPORT
	BUILDING SUPPORT
	CIRCULATION / MISC. AREAS

Renovation Updates

- Timelines - 3 phases - Construction is on schedule
 - Phase 1 - completed July/Aug 2023
 - New building addition and cafeteria/kitchen
 - Summer - gym, playground, blacktop, right parking lot
 - Phase 2 - completed February 2024
 - Current building and removal of MOD
 - Phase 3 - completed Summer 2024
 - Front Office and Library
 - Final Project Completion - August 2024



Louise Archer ES – Front View



North Elevation View



NORTH AND WEST ELEVATION VIEW



Playground Pictures



Preschool Playground



West and South Elevation View



Lobby View



Additional Questions

- **Modular Updates**
 - Grade level - Fall/Winter
 - Removal - March 2024
 - **Cafeteria**
 - Lunch schedule
 - Space availability
 - **Outdoor/Green Space**
 - Basketball courts, playground, front tent space
 - **Tree Preservation**
 - Considered during design phase - approved by Town of Vienna and Arborist
 - Trees in front and around the building
 - Landscaping plan
 - **New Construction - Rooms**
 - Flexible seating, carpet space
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