

October 5, 2021 - PTA Meeting Minutes

Call to order 8:01 pm

Principal's Report

- First pop-up party, an apple festival, for teachers and staff to boost staff morale was last Friday. We had apple cider and apple donuts and caramel apples with toppings. The goal is try to have a surprise pop-up party every month.
- About halfway through first quarter and everyone is doing great with their routines.
- Students are outside for lunch in the tent on a rotating basis. Some classes and after school activities are also taking place outside in the tent.
- This is an unusual year so everyone is trying to figure out where the students' strengths and weaknesses are, and there are a lot of assessments.
- Update on assessments:
 - Developmental Spelling Assessment, Grades 1-6, Fall, Winter, Spring
 - Universal Screener, Reading and Math, Grades 1-6, Fall, Winter, Spring
 - Social Emotional Learning (SEL) Screener, Grades 1-6, Fall, Winter, Spring (Grades 1-2 Winter and Spring only)
 - Virginia Growth Assessments in Reading and Math, Grades 3-6, Fall
 - Elementary Mathematics Assessment - Kindergarten- Fall, Spring
 - Phonological Awareness Literacy System - Kindergarten - Fall, Spring
 - Child Behavior Rating Scale, Kindergarten, Fall, Spring
 - Cognitive Abilities Assessment, Grades 2-3 and some students in Grades 4-6; October (but does not include students in AAP level IV)
 - IOWA Algebra Aptitude Test, Grade 6 Advanced Math, January
 - WIDA Access for ELLs - Grades K-6 - Winter
 - Naglieri Nonverbal Assessment, Grade 1, March
 - Standards of Learning (SOL), Grades 3-6, May
- Some of the assessments are new and were added due to the lack of in-person instruction last year.

Treasurer's Report

- Audit took place on August 5, 2021. We were able to review all of the documents. Everything was great and very clean; all the records were

present. We were way under budget due to covid restrictions. We are in a good position for this year. Also, some of the officers participated in training this year.

- The audit report was voted on and passed.
- Additional Teacher Appreciation Week budget allocation of \$500 was proposed to help fund the monthly pop-up parties for the staff.
 - The additional \$500 for the TAW budget was voted on and passed.
- 2021-22 Budget update
 - Membership and donations come to nearly \$6000 so far and LA5K raised \$1600 in September.
 - No community events to report yet.
 - For student programs, we have received about \$33K for before and after school activities; the PTA paid summer camp costs and MathCounts registration for this year
 - As for other expenses, the PTA paid for two software licenses, reimbursed the school counselor for school supplies from the Azzara Fund, reimbursed 6 other teachers for classroom supplies, and provided teachers with lunch from Potbelly on Back to School day.
 - Our cash at the end of September was \$74,439. The increase is due to the income received for before and after school activities.

President's Report & Program Announcements

- **Monthly Reminder - Join the PTA** – different membership levels available; join at the Louise Archer PTA website, which is <https://louisearcherpta.org/>
- **Two open positions** -
 - **Loyalty Programs Chair** - We are looking for a volunteer to handle organizing and promoting the various loyalty programs, including Amazon Smile. The time commitment is minimal, but does require promoting the programs on the PTA's website and facebook group, and in the Sunbeam newsletter. Please contact Regan (president@louisearcherpta.org) or Lynde (secretary@louisearcherpta.org) if you have any further questions.
 - **Walk to School Chair or Co-Chairs** - We are looking for a volunteer, or multiple volunteers, to chair the Walk to School committee. If you are interested or would like more information,

please contact Please contact Regan (president@louisearcherpta.org) or Lynde (secretary@louisearcherpta.org)

- **Another reminder to join the Amazon smile loyalty program** – There are instructions on the PTA website and in the facebook group, or contact Regan (president@louisearcherpta.org) or Lynde (secretary@louisearcherpta.org) with any questions.
- **Spirit Wear** – Our spirit wear free shipping period is going on now until Monday, October 11th. There is no minimum size order required. They've got t-shirts, sweatshirts, sweatpants, polos, face masks, and more. Go to louisearcherspiritwear.com to purchase. Please contact Molly Peng if you have any questions.
- **Directory update** – The directory is live!
 - Here's what you need to do next:
 1. For all users (new and old) go to louisearcherpta.membershiptoolkit.com
 2. Follow directions to set up a new profile even if you had an account on the old AtoZ software
 3. Select what information you would like to be visible. This is what will be printed in the directory.
 4. Then, you will have access to view the directory and can download the new Membership Toolkit app and access the directory on the go! The old AtoZ app will no longer work.

Reflections

- Reflections is a national PTA arts competition with lots of different activities. The theme this year is “I will change the world by...”
- Deadline for submissions is October 13, 2021. All submissions will be all virtual
- Forms and information are on the PTA website (<https://louisearcherpta.org/reflections-art-competition-enter-now/>) and the PTA facebook page
- Ceremony will be November 16 and will most likely be virtual
- For any questions, please email reflections@louisearcherpta.org

Dining for Dollars

- Next dining for dollars is Wednesday, Oct. 20 at Sandwich Shop

Vienna Foodies Initiative at Louise Archer

- On September 28, the PTA was able to provide 32 families with a hot meal and more. The LAES PTA partnered with Vienna Foodies to raise funds and deliver the hot meal. Louise Archer parents helped with the organization and delivery of the food to the school.
- However, the meals from Skorprios Maggios were more expensive than expected; the total was \$1,920. There may not be enough in the fund to have additional hot meals.
- Toiletries and non-perishable foods were also able provided. The school doesn't have room to have a permanent pantry available. Looking for some future ways to help.

Mini-Grants

- Teachers and staff are excited about mini-grant this year, and we are figuring out the details on how to have grant opportunities get out to teachers and staff. Looking to turn around requests by the end of the quarter.
- The rolling requests last year was really helpful for teachers, and we will try to have a rolling option again this year.
- If anyone wants to be part of the grant review process and the mini-grants committee, please reach out to Sarah Barry (sarahlnbarry@gmail.com). And if anyone is interested in shadowing this year to take over next year, please reach out to Sarah.

Original Works

- Usually done in spring around Mother's Day.
- Sarah is working with Ms. Edwards to see if there is a more convenient time to gather the art pieces.
- If anyone wants to help with the Original Works committee, please reach out to Sarah Barry (sarahlnbarry@gmail.com). And if anyone is interested in shadowing this year to take over next year, please reach out to Sarah.

Louise Archer 5K

- The second Louise Archer virtual 5k (#LA(VIRTUAL)5k) will take place on **Saturday, October 16**. Registration is **open** so please visit the [PTA website](#) to register. The registration deadline is next week, Wednesday, October 13.
- **Cost:** The cost this year remains \$10 per child & \$15 per adult.

- *If you have the desire and the means, please consider becoming a LAES Family Cheerleader which is a \$300 and includes your family's name on the #LA(VIRTUAL)5K shirt and a couples PTA membership.* You will also once again receive a LAES Family Cheerleader yard sign!
- The teachers are ordered. Packet pick-up and teachers will take place at the school.
- Working with Dining for Dollars and Chick-fil-A if you head to Chick-fil-A in your race t-shirt.
- Questions about the #LA(VIRTUAL)5k or sponsorships opportunities? Reach out to la5k@louisearcherpta.org

Additional Questions from Members:

Covid Notifications – Friday is the day for community notification if there were any cases from Saturday to Friday prior week. The notification just states that there were cases. There are no class-specific letters. When the school is notified of a positive covid case, then it starts the school's protocols to communicate with the Health Department and Fairfax county officials, which includes information such as first day of symptoms, what are the symptoms, last day the student was in school, etc. The school looks for any potential close contacts in the classroom, in specials, in the lunchroom, where a potential close contact includes another student in a mask less than 3 feet away for more than 15 minutes in a 24 hour period or less than 6 feet away without a mask for more than 15 minutes in a 24 hour period. There are seating charts for classrooms, specials, and lunch rooms to track where the students are located. If a student is a potential close contact then the parents are contacted by the school and the student is put on a pause from in-person learning. The Health Department reaches out to close contacts and will email the school when the case is closed. There are a small number of people that are actually impacted by each positive case. Due to confidentiality requirements, the school cannot state who a student is or what classroom they are in. If students are out, either due to a positive case or potential close contact, then there is asynchronous instruction from classroom teachers and some options for limited live-streaming and teacher check-ins during the day.

There is a requirement for staff to wear a mask 100% of the time. There was an issue with a substitute and it was addressed and will not happen again. If there are any students around, everyone needs to wear a mask no matter what.

Transportation – Busing been a struggle but the school is working behind the scenes to work on transportation issues. There are three busses that are habitually late. The school tracks how late they are and reports it to the transportation department. Some schools have busses that are 45 minutes late. It is also a challenge because we are the last bus run of the day. There are no feasible options yet, and there may not be a solution soon because there are not enough drivers.

Cafeteria – Cafeteria staff are still working on numbers and anticipated orders for food. Some days there are multiple options when the left-overs are put out to avoid wasting any food. There may be some differences depending on timing of when a student has lunch.

Vaccine roll-out – There was a recent survey for parents in the upcoming age groups (5-11 years old) to see if there is an opportunity to help with the vaccine roll-out but there is no concrete plan yet.

Call meeting to close – 8:49 pm

LOUISE ARCHER ELEMENTARY SCHOOL PTA
Fiscal Year July 1 - June 30
OCTOBER TREASURER'S REPORT

	ACTUAL 7/1/21 - 9/30/21		ACTUAL 7/1/20 - 9/30/20		DIFFERENCE	
INCOME						
Membership & Donations		5,970		6,893		(923)
Fundraisers - Income	1,869		2,754		(885)	
Fundraisers - Costs	-	1,869	(105)	2,649	105	(780)
Community Events, Tickets, Sales - Income	-		-		-	
Community Events, Tickets, Sales - Costs	(398)	(398)	(17)	(17)	(381)	(381)
Student Programs - Income	33,058		2,880		30,178	
Student Programs - Costs	(25,374)	7,685	(1,573)	1,307	(23,801)	6,378
Total Income		15,126		10,832		4,294
EXPENSES						
Student Support		3,439		2,628		811
Parent, Teacher, School Support		2,012		1,700		312
Teacher/Staff Appreciation		507		-		507
PTA Administration		1,363		749		614
Total Expenses		7,321		5,077		2,244
NET INCOME (LOSS)		7,805		5,755		2,050
9/30/2021 Cash		74,439				

	ACTUAL 7/1/21 - 9/30/21		BUDGET 2021-22		DIFFERENCE	
INCOME						
Membership, Donations and Interest		5,970		10,100		4,130
Fundraisers - Income	1,869		28,550		26,681	
Fundraisers - Costs	-	1,869	(7,400)	21,150	(7,400)	19,281
Community Events, Tickets, Sales - Income	-		7,600		7,600	
Community Events, Tickets, Sales - Costs	(398)	(398)	(7,980)	(380)	(7,582)	18
Student Programs - Income	33,058		135,000		101,942	
Student Programs - Costs	(25,374)	7,685	(109,235)	25,765	(83,862)	18,080
Total Income		15,126		56,635		41,509
EXPENSES						
Student Support		3,439		15,250		(11,811)
Parent, Teacher, School support		2,012		23,895		(21,883)
Teacher/Staff Appreciation		507		5,000		(4,493)
PTA Administration		1,363		5,458		(4,095)
Total Expenses		7,321		49,603		(42,282)
NET INCOME (LOSS)		7,805		7,032		(773)