



## DHMS PTSA General Membership Meeting

Tuesday, January 10, 2023 at 7pm

Hybrid meeting (Zoom and DHMS Library)

**\*DRAFT\*** MINUTES

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### I. DHMS PTSA General Meeting Welcome and Call to Order

- Khaleen Monaro (DHMS PTSA President) opened the meeting at 7.05pm.
- There were 10 attendees present, including 4 members of the Executive Board (Khal Monaro; Amy Erwin, Treasurer; Angela Huskey, Secretary; Christa Mansur, VP Programs; Ellen Smith, DHMS Principal).
- Special Welcome—Erik Johnson for ACTL (Advisory Council on Teaching & Learning)

### II. Approval of Draft Agenda and December 13, 2022 PTSA General Membership Meeting Minutes

- No changes to agenda or meeting minutes were suggested.
- Khal noted that the December meeting was held in conjunction with the Principal's Parent chat and provided a short summary of the meeting minutes.
- There was a motion to adopt the minutes, which was seconded.

### III. Treasurer's Report (*Amy Erwin*)

- Amy reported that in December, the PTSA had \$1344 in income; \$4840 in expenses. The primary expenditure was reimbursing classroom grants receipts.
- Amy sent a draft of the proposed revisions to the approved 2022-23 budget to the Executive Board and would like some feedback from the Board before sending out to the general membership.
  - In summary, the revised budget cut income and expenses by \$11,750.
  - The expenses that were cut included
    - Categories that were overestimated
    - Insurance and Fall Party were cut to reflect the actual amount paid
    - Decreased Classroom Grants so there will be only one round in the fall, not an additional round of grants in the spring
    - Historical Commemoration was reduced to zero, because there is no plan requiring expenses at this time
    - Spirit Wear is reduced to zero, assuming no restocking of items this year
    - Decreased Counseling Fund, Students and Programs, and Staff Snack Attack Breakfast
  - Board will comment on proposal.
  - Khal would like to see if we can get more support from parents before finalize budget cuts. If we can get funds, Amy would be ok with sticking with original 2022-23 budget.



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- Amy will provide an alternative adjusted budget that reflects reductions in items that were overestimated, but adds back in items that were cut entirely, so that there is a better picture of what shortfall of funds there are
  - The revised budget can be voted on in February Board meeting.
  - Khal will send a letter to parents with a target for increased funding.
  - There was a question about the budget item for 8<sup>th</sup> grade end-of-year activities and how the budgeted amount compares the number from last year.
    - Amy noted that the promotion events and party last year cost around \$9500, with \$4000 being funded by the PTSA.
    - Angela noted that the PTSA contribution was increased last year from the approved budget figure of \$1000 at the end of the year due to a shortfall in fundraising for the promotion activities and because the PTSA had available funding, but that the expectation was that that increase was a one-time contribution and that in the future, the PTSA contribution would be more limited and the promotion activities and party should be funded more significantly from separate fundraising and ticket sales.
    - There is a separate committee for the 8<sup>th</sup> grade promotion and party that has met with Ellen already and is planning to send out information in February to the parents about donations for those events.

#### **IV. Membership report**

- No membership report was provided as Laura was absent.

#### **V. Regular business or fundraisers**

- Fundraising
  - The holiday card drive raised approximately \$160. Khal noted that this fundraiser would continue, and people can purchase Valentine's Day cards through Minted. Parents will receive a 20% discount, and the PTSA gets 15% of the proceeds.
  - The Corporate donation drive is ongoing. Contributions can continue to be made through January 15 for last year's giving. Information can be found in the Phoenix Post. Khal encouraged people to share the link for that donation drive. These funds will go to support the Memorial Day field trip and toward the purchase of a scoreboard for the gym.
  - Family or individual donations can also be made to the Phoenix Fund; a link is provided in the Phoenix Post and on the DHMS PTSA website.
  - It was also noted that the DHMS PTSA earns income from purchases made through Amazon Smile; there is a link in the Phoenix Post for that link.



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- There was a suggestion that links to the fundraising options be raised up to earlier in the Phoenix Post, so that people could see the available options in connection with the request for closing the fundraising gap.
  - Calendar events
    - February 2 is the kick-off for the DHMS historical commemoration activities.
      - February 2, 1959 is the date that the four African-American students walked into the newly integrated building.
      - The Diversity, Equity, and Inclusion (DEI) team will be hosting an event to recreate the walk of those four students, to talk about history, and to read and look at the panels. It will be held in the evening; hot drinks will be served.
        - ◇ Jennifer Meder agreed to reach out to Good Company to see if they might donate donuts that we could sell at the event.
        - ◇ Ellen will have her staff check with Safeway about whether they could donate some food.
    - February 8-- Encore Theatre will present the play “The Day Nothing Happened” to the school. Students will also have team building and lessons to ground themselves in the history of the school and their place in that story of integration, diversity, and inclusion.
    - In March, the DEI team will be doing another event around parent-teacher conferences that will tap into stories that DHMS families bring to our community.
    - Going forward, the DEI team would like to have something each month to recognize diversity of community.
    - In addition, there will be a big community event next year, as it is the 65<sup>th</sup> anniversary of 2/2/59.
    - On February 14, the PTSA Executive Board will meet at 6 pm, followed by the General Membership meeting at 7 pm.

#### **VI. Any Other Business**

- Erik Johnson, who is the DHMS representative to the Arlington Council on Teaching & Learning (ACTL), gave a short presentation about the ACTL and asked about the best way to engage the DHMS community and get plugged into the PTSA.
  - The ACTL and its 14 subcommittees provide feedback for the APS school system, concerning various topics related to school programs, curriculum, etc. Often there is a monthly meeting on a specific topic and then questions seeking feedback from schools.



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- There was a discussion about how to engage and get feedback from parents, teachers, and/or students. Some options discussed included
    - A blurb could be included in the Phoenix Post including key takeaways from the monthly ACTL meeting and an email for getting more information.
    - A Google Survey
    - Presenting questions and issues at PTSA meeting with a survey follow-up
    - Put together a focus group to discuss the issues
    - Khal suggested that Erik let the PTSA how it could best support his efforts for getting feedback.
    - It was noted that the Phoenix Post only reaches PTSA members, so to reach a larger audience, it might be better if Ellen sent the information and request for feedback in her weekly newsletter.
  - Announcements
    - DHMS is hosting its first Model UN competition on January 21.
      - The Model UN Club is looking for a keynote speaker (someone working in the international field) to talk for about 10 minutes at the beginning of the event.
      - The POC for the event is Patricia Carlson, if anyone is interested.
    - DHMS is holding a science fair on January 19.
      - Volunteer judges are needed. 1/19 science fair—volunteer judges are needed
    - The VA PTA is hosting a Virtual Rally for Education on January 12. They are asking people to take to social media, using the hashtag #takeactionforkids to campaign for action by legislators.
    - On January 27, PTSA members are welcome to join in an event taking place in Richmond, where you will be able to register for in-person meetings with legislators.

## **VII. Adjournment**

- There was a motion to adjourn, which was seconded. The meeting adjourned at 8.05 pm.

**The next PTSA general membership meeting will be held February 14, 2023, at 7 pm. The Executive Board meeting will also be held on February 14, 2023, at 6 pm.**