

**Glen Forest PTA General Meeting  
August 14, 2008**

**2008-2009 school year PTA officers**

President	Alison Lawrence	
Recorder	Lesley Stuler	
Membership Chair & Fundraising		Kevin Leung
Fundraising Chair and Treasurer Co-Chair		Karen Haworth
Treasurer Co-Chair	Lisa Frankovich	
Boxtops Chair (+Safeway and Giant)		Cynthia Torres

Glen Forest Administrators

GF Principal	Elizabeth Aldonas
GF Assistant Principal	Danielle Freese
GF Assistant Principal	Tim Slayter
Lori Kuzniewski	Teacher Liaison

1. Welcome

Board members not in attendance: Kevin Leung

GF admin not in attendance: Tim and Lori

Number of parents in attendance: 57 at 7pm

Introduction of officers

Translator not able to make the meeting, Yazmin offered to provide translation at 6:55pm

2. Principal's Report

- Keep in touch – brand new system that sends a “call around” – calls the phone number you give as a first contact, can only call one number. Calls are for notification of events and activities taking place at school.
- List of ways to support school this year will be discussed tonight. Fantastic opening of the school year, went smooth, thanks for coming to open house – best so far!

Introductions:

- Technology expert Joel Harrip supports 3 schools, been here since September 2007. Kids need technology to achieve and need updated and current software. Big push this year to remove all old computers and through donations the average age of computers decreased to 4 years old. Special kudos – Kevin Leung's (parent) his company donated 8-10 computers to the school. Coming soon donations of 8-10 black and white laser printers. If you have equipment to donate, call the school and we'll make it happen.
- Mrs Lewis, teacher from 4<sup>th</sup> grade. Comments: happy to see everyone. Annual 4<sup>th</sup> grade Williamsburg/Jamestown trip, assistance needed to support this additional trip. Per child cost is \$41.00 – parents pay the fee but assistance is needed. Support is requested from the PTA.
- Meg Brinkhuis – new librarian, book fair coming in September. Would love volunteers in the library. Previous librarian left to go to law school.
- Parent Center – now open, small room off the cafeteria. The PC is the topic for our Parent Coffee tomorrow at 8:30am. Inside the PC you will find information about standards of learning, Fairfax County resources, special programs offered at Glen Forest, calendar of important events, newsletters from each grade, special education information, volunteer opportunities, and community resources. You will also find materials provided by teachers that need to be cut, colored, glued or stapled. There is a children's corner for younger siblings to use while parents are visiting the center and a lending library of items that can be taken home and returned on another day.

3. President's Report

a. Commented on the value of the PTA – staff and parents working collaboratively to help our children to be successful. It's a great way to work together; volunteer opportunities; support the school and children.

b. Open officer positions:

1. Co-Treasurer - kept track of money in account and deposit money at the bank, writing checks when needed for events. One parent volunteered and provided contact information to Karen Haworth.

2. Title I parent representative, 1x a quarter attends meetings to learn what others are doing and report back at the next PTA meeting. Katrina Johnson volunteered and provided her contact information to Beth Aldonas.

3. Communications chairperson – technology skills needed - create a listserv for school, to email other parents, informing parents of events and activities. A way for parents to keep in touch. Motion to vote on bringing this new position on, motion passed. One parent volunteered and gave contact information to Karen Haworth.

c. School-wide directory - listing of classrooms with list of names and contact information. Would need to opt in, give approval to be a part of the directory. Need to create the directory. PTA would pay for the production of the directory. No volunteers at this time.

d. Wish list of items to purchase: Alison passed out a list of current items.

**GF Admin and Teacher wish list:** (generated at 8-4-08 board meeting)

- head sets for language translation – no cost estimate yet – priority . Vote passed to support.
- area rugs for upper grades 3<sup>rd</sup> to 5<sup>th</sup> grade
- t-shirt money for students on the news team; mediation team; & girls on the run (t/th for 20 girls)
- field trip support
- student lunches
- Character Development Idea - label hallways as if they were streets; Responsibility Way, Respect Drive with Wee deliver mail service - students address and sort mail; practice writing. Desire for PTA to buy plastic signs. Approximate cost: unknown. One parent just donated \$200.00. Vote passed to spend \$500.00 to purchase signs. Priority 2
- laser jet printers – Kevin L able to secure 9 for donation to GF
- replacement laptops for teachers
- Jamestown trip just added as a request - tentative date is October 1st.
- PTA wish list from notes of PTA meeting 5/22/08
  - paving parking area by SACC
  - field trips -the PTA pays for buses for one trip each year.

e. Volunteers needed (list generated at 8-4-08 board meeting) – sign up on posted sheets

- Work with marquee – make changes as necessary
- Book room help
- Library help
- Leader for teacher appreciation activities
- Book fair and ice cream social help
- Field day
- International day
- Career day
- Calling borders for gift wrap coordination – Lori
- Help with thanksgiving luncheon
- Talent night
- Bingo – need an assistant
- Sally Foster assistance for item pick up during parent/teacher conference days
- School wide directory – Danielle Freese will look at what we can publish

Questions and Comments:

- Parent asked if children have enough school supplies, based on comments from their child. Not a need at this time, the school does provide, there are many supplies that have been donated.
- Parent request to put PTA agenda in tri-language for ease in following the flow of conversation.

- Afternoon enrichment – do we have any programs – soccer, clubs? Brief discussion of what is available (girls on the run, chess club, local soccer program). Needs a parent volunteer to coordinate.
- Suggestion to survey parents as first step in enhancing after school options. Ask what would you be interested in? **ACTION:** Alison will design a survey.
- Suggestion – need PTA officers to provide leadership and channel the energy, motivation and enthusiasm seen here tonight.
- Suggestion of a 1x a month with parents– cultural sharing, educational opportunities.

\* the following agenda items 4-10 were not discussed, due to time constraints

4. Treasurer's Report
5. Recorder's Report
6. Fundraising Chairperson's Report
7. Membership Chairperson's Report
8. Boxtops Chairperson's Report
9. Teacher Rep.
10. Upcoming events

11. New business

- Please join the PTA, PTA membership envelopes available, \$5.00 fee.
- Sign up for a volunteer position, pick up a sheet of descriptions in English and Spanish.

12. Next meeting is Thursday 23 October 2008 at 6:30 pm

Meeting adjourned at 7:45pm

Respectfully submitted, Lesley Stuler