

**Minutes of the James Madison High School PTSA  
Tuesday, February 8, 2022**

The meeting was called to order at 7:03 p.m.

**In attendance:**

Greg Hood, Timothy Buckley, Elizabeth Dean; Alyssa Kowal; Abby Shannon, Andrea Kramer, Becky Kong, Beth Eachus, Christine Nell, Cindy Weinberg, Donna O'Harren, Eliza Morss, Elizabeth Terry-Humen; Gayle Schlueter, Gina Fechter, Heather Ireland, Heba Singer, Leslie Conroy, Janine Bruhn, Jennifer Heflin, Malini Iyer, Michael Kowal, Pascale Centola, Rene Taylor Newman, Robyn Nguyen, Sonya Marsden, Susan Moeser. Wendy Pearson

**I. Call to Order and Welcome – Beth Eachus**

Beth welcomed all to the meeting.

**II. Approval of January 11 PTSA Meeting Minutes – Eliza Morss (for Sarah Lundquist)**

Eliza announced that the minutes from the January 11, 2022, meeting had been posted to the PTSA website for a few weeks. There were no edits or changes. Andrea Kramer moved to approve the minutes; Michael Kowal seconded the motion. A vote was taken, and the motion to approve the minutes as presented was passed.

**III. Principal's Report – Principal Greg Hood**

Mr. Hood gave the following updates:

JMHS Graduation: June 1, 2022, JMHS Stadium

Mr. Hood explained that this year's graduation will not be held at DAR Constitution Hall as initially planned due to Washington, DC's requirement that all attendees be vaccinated. Mr. Hood withdrew JMHS' reservation of DAR Constitution Hall because he did not want any graduating students or their family members to be excluded from the ceremony due to their unvaccinated status.

Mr. Hood briefly reviewed the other graduation location options (see January 11 PTSA meeting minutes for full location discussion). Jiffy Lube Live – JMHS' 2021 graduation location – is not a viable option in 2022 due to JLL's unwillingness to commit to a date months in advance because they prioritize well-paying concert bookings. Wolf Trap and Eagle Bank Area are also not viable options due to scheduling issues.

JMHS Class of 2022 will graduate from JMHS Stadium on June 1 (rain date: June 2).

Mr. Hood described the plan for graduation. It will be a morning (10:00am) ceremony to take advantage of the odds for better weather and cooler temperatures. A stage will be built at the 20-yard line opposite the concession stand. Chairs will be set up in rows facing the stage: students will be seated in front, followed by rows of faculty. There will be "box seats" on the sides of the field for dignitaries. Students will be allowed 6 tickets for their family group, and it may be possible to offer more. As the event will be outside, *as of this writing*, there will be no mask or social distancing requirements. The JMHS Band will perform; students will walk across the stage and receive their diploma individually as is traditional. There will be a photographer as the graduate leaves the stage.

Mr. Hood related that arrangements for parking are still being made. Parking options include using local lots and hiring shuttle buses to bring attendees from designated parking areas to the stadium.

The costs of holding JMHS graduation in the stadium will be higher than if the ceremony were held at DAR Constitution Hall due to the additional rentals involved (stage, turf-friendly chairs, sound system, etc.). These extra costs will not be passed on to the families of graduating seniors but will be absorbed by FCPS. Senior dues will remain at \$75.

Mr. Hood emphasized that the details of the 2022 graduation plan are still being defined. He is collaborating with other local school principals who are planning at-home graduations to share resources and ideas.

Replacement of the Track at JMHS Stadium

The track at JMHS Stadium is currently scheduled to be entirely replaced starting the week following spring break (April 11-15).

Specialists hired by FCPS determined that horizontal cracks in the track and "ponding" on the track's surface present a safety concern for athletes using the facility. Bore testing determined that water has penetrated to the track's base, necessitating that the track be entirely remade, rather than resurfaced or patch-repaired. The track replacement work is projected to take 90-100 days.

While the track is being replaced, the turf field will be off limits for any sports practice or games. If the current track replacement schedule holds, 14 spring sport games will have to be moved to another location or rescheduled.

Mr. Hood is looking into alternate practice facilities for spring sports affected by the track work. Nottoway Park and Oak Marr Rec Center were mentioned among the local options. He is also looking into transportation options for spring sport athletes whose practices are being held at off-school sites.

The current work schedule for the track's replacement will also overlap with the date for JMHS graduation. FCPS has assured Mr. Hood that JMHS stadium will be usable for the Class of 2022 graduation on June 1, despite the ongoing track work.

At several points during his presentation, Mr. Hood emphasized that it is FCPS that set the date for the track's replacement, and that he had no control over the scheduling. He is actively working with FCPS administration to see if there is any way to shift the schedule of the track work to mitigate its effect on spring sports and on the Class of 2022 graduation.

FCPS has told Mr. Hood that the track work cannot be shifted entirely to the summer months because more time is needed and part of the work is sensitive to temperatures. By starting work in early April, FCPS is confident that the stadium area will be ready for the fall sports season, which starts August 1.

Mr. Hood's talks with FCPS about the track's replacement are active and ongoing. He made clear that he is passing along all comments and concerns from the JMHS community to FCPS administration for their response.

#### **IV. Student Services Report – Tim Buckley**

Mr. Buckley gave the following updates:

##### AP "Return Fee"

It is FCPS policy to fully fund up to six (6) AP tests per student. In response to community feedback, under certain circumstances FCPS will no longer require families to pay the College Board's \$40-per-test "return fee" for students who opt out of AP tests for which they are already registered.

If a student opts out of an AP test that has already been ordered, and that test is one of the 6 AP tests that FCPS provides the student at no cost, then the student will be charged the \$40 "return fee" assessed by the College Board.

If a student opts out of an AP test that has already been ordered, and that test is the student's 7<sup>th</sup> AP test or greater, then the student will not be charged the \$40 "return fee" assessed by the College Board. FCPS will absorb the "return fee" instead. Note that the College Board will not refund the cost of that AP test itself to the student.

##### Academic Advising

70% of JMHS students have entered their course choices into Naviance for the 2022-23 school year. Those who have not yet done so are being reminded. Through March, students will be meeting individually with their counselors to review their course choices. Starting in April, teachers will be asked to review students' course choices to confirm that students have been appropriately placed. Teachers will meet with students whose course selections merit further adjustment. The goal is to have students feeling confident and secure about their course selections for 2022-23 and that by June, all course selection shifting is complete. Mr. Buckley emphasized that it will be extremely difficult to accommodate in September any student requests for schedule adjustments.

#### **V. Faculty Report – Elizabeth Dean**

In addition to the excitement surrounding course selection for 2022-23, JMHS is pleased to announce an expansion of elective offerings, including Forensic Science, African American History, and Independent Study. During Warhawk Time, older students are answering younger students' questions about electives, and it is heartening for staff and teachers to see this mentoring and transfer of experience and knowledge.

Dr. Dean also thanked the PTSA and specifically its Staff and Teacher Appreciation Committee for their continued work on behalf of the teachers and staff. The Anita's Breakfast Burrito spread in January was a wonderful surprise and a terrific morale booster.

#### **VI. Student Government Report – Alyssa Kowal**

SGA is preparing for several events this spring:

- Madison Monarch (March) is a newly developed event for seniors.
- Spring Formal (March 26) will be held in the main gym with masks.
- Prom (May 21) will be held at the State Theatre.

Alyssa remarked that many students are extremely concerned about how the schedule for the track's replacement will impact spring sports practices and games; the need for transportation options for spring sports; and the Class of 2022 graduation. Mr. Hood assured the group that he is aware of the students' concerns and reiterated the information he had shared earlier in the meeting.

Susan Moeser added later in the meeting that the SGA will create a community closet that will collect donated dresses for dances.

## VII. President's Report – Beth Eachus

Beth started by stating that the Anita's Breakfast Burrito spread mentioned by Dr. Dean in her report was made possible by the financial support of the charitable foundation *Vienna Foodies*, which generously sponsored the event.

Beth said that the weekly *Thankful Thursdays* gift card raffle for teachers and staff (organized by Karla Mihalak) is ongoing and much appreciated by teachers and staff. JMHS families continue to donate gift cards to support the raffle and more are always appreciated.

If anyone would like to help the Staff and Teacher Appreciation Committee, please contact the committee chairs Darla Dirth and Angie Gutenson at [staffrecognition@jmhspts.org](mailto:staffrecognition@jmhspts.org).

Beth also discussed the progress of plans for All Night Grad. Those comments can be found in the Committee Reports.

## VIII. Treasurer's Report – Janine Bruhn

At the request of Beth Eachus, Tim Buckley put on-screen the chart of current PTSA financials.

Before the Treasurer presented her report, Beth gave some background. She stated that the membership needed to vote to adjust the 2021-2022 budget so that the PTSA could honor two scholarships awarded during the 2020-2021 fiscal year that were not paid out in 2020-2021 due to end-of-fiscal year transitions and a report omission. Janine Bruhn gave some detail of her forensic research which identified how these scholarships were not awarded in the 2020-2021 fiscal year. Janine also attested that her research verified that no PTSA funds are unaccounted for.

The two scholarships in question are: The JMHS Faculty Award scholarship (recipient: Louize Bingi), and the scholarship created in 2021 in memory of JMHS science teacher Mr. Romeo (recipient: Meghna Parameswaran).

Beth repeated that a membership vote is required to make adjustments to the 2021-2022 PTSA budget in order to bring the promised scholarships current. Beth asked for discussion; there was none. Sonya Marsden made the motion to amend the 2021-2022 PTSA budget as recommended. Gayle Schlueter seconded the motion. A vote was taken, and the motion passed. The amendments made will be reflected in the next Treasurer's Report.

Janine reviewed the PTSA's current balance sheet and reported that the organization is in strong financial shape.

Janine reported that the following occurred during the reporting period of January 1-31, 2022:

### Report period: January 1-31, 2022

- Budget fitness as of January 2021:
  - Net membership income has met the 2021-2022 budget goal of \$7,700 with 529 members.
  - PTSA donations has exceeded the 2021-2022 budget goal of \$7,500 (with \$11,945 in donations).
  - Academic Boosters has exceeded the 2021-2022 budget goal of \$2,000 (with 3,581 in donations).
- Overall financial status through January 2022 (as reflected in the PTSA budget handout):
  - PTSA revenues through January 2022 are \$25,134. The PTSA account has had expenses of \$7,968 to date.
  - ANG income in January is \$3,235 for a total of \$7,647 to date. No expenses to date.

### General membership vote on 2021-2022 budget change:

1. **Propose to increase the 2021-2022 PTSA scholarship budget by \$500 from \$4500 to \$5000 to cover the following:**
  - \$1000 to pay out the 2021 Faculty Scholarship (*budgeted for 2020-2021 but not paid due to an oversight in June 2021 – see below*)
  - \$3000 for the 2022 Make a Difference Scholarship TBD by Scholarship Committee (in current budget)
  - \$1000 for the 2022 Faculty Award Scholarship TBD by the JMHS faculty (in current budget)
2. **Propose to create a 2021-2022 budget line for the Science Department Scholarship in honor of Mr. Romeo:**
  - \$1500 for the 2021 Mr. Romeo Scholarship that was not paid out in 2021 (\$1500 in donations were collected June 2021 donations – no cost to PTSA budget)

### Historical summary of 2020-2021 budget changes made in May/June 2021 but not recorded in 2020-2021 budget:

- \$3000 was moved from Academic Awards to PTSA Scholarships as follows:
  - Academic Awards and Staff Development was reduced by \$3000 (from \$8000 to \$5000) with \$0 costs for 2020-2021.
  - PTSA Scholarships was increased by \$3000 (from \$4000 to \$7000) with \$6000 costs for 2020-2021, leaving \$1000 balance.
  - The \$1000 balance was the Faculty Award Scholarship that was not paid in 2021 (reason for the 2021-2022 payout).
  - The PTSA Scholarship ending expense for 2020-2021 of \$4500 was inaccurate due to an accounting error. Actual costs were \$6000 but the \$1500 in donations to the Mr. Romeo Scholarship offset the expenses.

### **Going forward (2022-2023) the scholarship budget will return to \$4,000:**

- Make a Difference Scholarship is limited to \$3000 with 3 awards at \$1000 or 6 awards at \$500 (TBD by Scholarship Committee) unless amendments or changes are voted for by membership.

- Faculty Award Scholarship will be \$1000 (TBD by the JMHS faculty) and sponsored by the PTSA.
- A separate line of accounting will be created for the Mr. Romeo Scholarship. The scholarship donations will fund the annual award (TBD by the JMHS science department).

Since this meeting is not being held in person, anyone who needs a check written should send Janine an email at [treasurer@jmhsptsa.org](mailto:treasurer@jmhsptsa.org). She will send a soft copy for you to return with receipts and she can cut a check for you.

Monthly income and expenses – this report reflects activity from January 1-31, 2022:

	January 2022	Total
<b>Income</b>		
200 Membership and donations, net	0.00	0.00
210 Membership and donation revenues, gross	0.00	0.00
211 Donations - general	0.00	11,945.02
213 Membership dues	49.16	9,766.32
<b>Total 210 Membership and donation revenues, gross</b>	<b>\$ 49.16</b>	<b>\$ 21,711.34</b>
<b>Total 200 Membership and donations, net</b>	<b>\$ 49.16</b>	<b>\$ 21,711.34</b>
300 Academic booster revenues, net	0.00	0.00
310 Donations - academic boosters	1,000.00	3,581.13
311 Practice Exam expenses	0.00	1,311.00
<b>Total 300 Academic booster revenues, net</b>	<b>\$ 1,000.00</b>	<b>\$ 4,892.13</b>
375 Miscellaneous	0.00	600.00
380 Food Bank Donations	575.55	2,251.94
400 All Night Grad Income	0.00	0.00
402 ANG - Registration Deposits	1,898.52	3,506.43
405 All Night Grad donation	549.00	1,025.34
406 ANG Yard Signs	749.21	3,114.94
<b>Total 400 All Night Grad Income</b>	<b>\$ 3,196.73</b>	<b>\$ 7,646.71</b>
<b>Total Income</b>	<b>\$ 4,821.44</b>	<b>\$ 37,102.12</b>
<b>Cost of Goods Sold</b>		
250 Costs of Membership	0.00	0.00
251 Cost of directories	0.00	800.00
252 National, State, and County Dues	134.02	2,069.02
<b>Total 250 Costs of Membership</b>	<b>\$ 134.02</b>	<b>\$ 2,869.02</b>
<b>Total Cost of Goods Sold</b>	<b>\$ 134.02</b>	<b>\$ 2,869.02</b>
<b>Gross Profit</b>	<b>\$ 4,687.42</b>	<b>\$ 34,233.10</b>
<b>Expenses</b>		
500 School and Teacher Support	0.00	0.00
503 Special projects	0.00	321.42
<b>Total 500 School and Teacher Support</b>	<b>0.00</b>	<b>\$ 321.42</b>
600 Student and Parent Support	0.00	0.00
603 Parenting Network and Student Services	0.00	250.00
604 PTA Scholarship	1,000.00	1,000.00
606 Special Ed Programs	0.00	114.85
610 Food Bank	0.00	628.04
<b>Total 600 Student and Parent Support</b>	<b>1,000.00</b>	<b>\$ 1,992.89</b>
700 Community and Hospitality	0.00	0.00
702 Hospitality committee expenses	174.95	3,884.29
<b>Total 700 Community and Hospitality</b>	<b>\$ 174.95</b>	<b>\$ 3,884.29</b>
800 Administration	0.00	0.00
801 Insurance	0.00	343.00
802 Supplies and postage	0.00	21.69
803 Website and On-line accounting fees	188.97	482.44
805 Accounting/ Taxes	0.00	750.00
<b>Total 800 Administration</b>	<b>\$ 188.97</b>	<b>\$ 1,597.13</b>
<b>Total Expenses</b>	<b>\$ 1,363.92</b>	<b>\$ 7,795.73</b>
<b>Net Operating Income</b>	<b>\$ 3,323.50</b>	<b>\$ 26,437.37</b>
<b>Net Income</b>	<b>\$ 3,323.50</b>	<b>\$ 26,437.37</b>

## **IX. Committee Reports**

### Membership – Robyn Nguyen

Robyn reported that the PTSA added a few new members since the PTSA meeting on January 11. The revenues from those new memberships are reflected in the Treasurer's Report.

### Staff and Teacher Appreciation – Beth Eachus (for Dara Dirth, Angie Gutenson, Karla Mihalak)

Please refer to the President's Report above.

### All Night Grad – Beth Eachus (for Sarah Español)

Sarah and her committee are booking entertainment for ANG; there will be a variety of activities including a casino, DJ, and photo booth.

Sarah encourages seniors and their families to buy tickets ASAP for ANG. Early bird ticket pricing ends on February 15. Families of seniors also have the opportunity to order personalized signs to celebrate their graduate. The graduation signs are a key source of funding for ANG. Both tickets for ANG and signs may be purchased from the [PTSA website](#).

Sarah also encourages all JMHS families to consider donating raffle prizes for ANG. To donate prizes, see the [SignUpGenius](#) on the PTSA Facebook page.

### Choir – Pascale Centola

A large number of Choir students (over 50) have qualified for District Choir, and they will be singing in the District Choir concert at Washington-Liberty HS on February 12.

Pascale and Sonya Marsden (Orchestra) announced that Choir and Orchestra have a combined fundraiser at the Vienna Chipotle on February 16. Mention "Mad Music," "Mad Choir," or "Mad Orchestra" when ordering to be sure these groups get the credit.

### Drama – Pascale Centola

The Drama department competed in the One Act competition and came in 2<sup>nd</sup>! The One Act Regionals are on February 10 at Marshall High School, where One Acts will compete for regional recognition and the opportunity to move on to the state level.

### Orchestra – Sonya Marsden

The Orchestra is preparing for their Spring Assessments. The pre-assessment concert will be on February 23 at 7:00 pm. The Orchestra's assessment concerts will be March 4-5. Everyone is invited to attend.

Orchestra and Choir will go on a spring trip to Williamsburg and Virginia Beach.

### Band – Heather Ireland

Winter Guard season has started and the group is attending competitions.

18 members of the Band have qualified for the District Band. Band is also preparing for the Spring Assessments. The Band's pre-assessment concert will be March 10. The Band's assessment concerts will be March 17-18. Everyone is invited to attend.

### Athletic Boosters – Greg Hood & Tim Buckley

It is District Finals season for all winter sports teams. In gymnastics, one JMHS student won the All-Around. In Swim, the women's swim team received 2<sup>nd</sup> place in Regionals.

### Academic Boosters – Abby Shannon

Mock Academic Testing continues to be offered to JMHS students. A mock SAT was offered on February 5. Mock ACT testing is scheduled for February 26.

The Academic Boosters are moving ahead with academic certificate ceremonies, both for current recipients (2020-2021) and graduated students (2019-2020) who were not able to receive their academic letters and certificates due to Covid-19. These ceremonies will be held by grade and online in the next few weeks. Abby is working with Mr. Buckley to schedule the ceremonies, including for those students who have graduated.

Students qualify for an academic letter by earning a 4.0 weighted average or better over the course of a school year. Students will receive their academic letter the first time that they are recognized for this achievement. Students who achieve the 4.0+ standard more than once will receive a certificate only to commemorate their subsequent awards.

Beth Eachus provided some background about the delayed academic recognition ceremonies, saying that in 2020 Covid-19 disrupted JMHS' usual vendors of academic letters and certificates. Now that the supply of these items has been restored, these ceremonies can resume.

### JMHS Pantry and Outreach – Beth Eachus

Beth thanked the community for its consistent support of the JMHS Pantry and encouraged the generosity to continue as the need continues. Links for donations may be found on the [PTSA website](#). Volunteers and donations are always needed.

A number of new students have enrolled in Madison since the new year. The committee supplied these students with winter coats and plans to support their families with additional bags of food and gift cards to help as they establish themselves in the area.

The Outreach program usually holds Giving Days quarterly and is aiming to schedule the next one in March. The Pantry is seeking donations of cleaning and hygiene items as well as food.

Beth reminded the group that the JMHS Pantry and Outreach also provides valuable experience for students who are acquiring work skills, as they are the ones who collect the goods and pack the bags for the families in need.

### Parent Programs – Gayle Schlueter

February's Parent Program will present Ann Dolin of *Educational Connections* on February 17 at 7:00 pm. The topic will be "Get It Done! Executive Function Hacks for Boosting Your Teen's Productivity." The presentation will be virtual. Participants must register in advance using this [link](#).

For March's Parent Program, Gayle is working on securing a speaker to discuss digital citizenship. She intends to make this a pyramid-wide event.

For April's Parent Program, Dr. Jed Applerouth will discuss planning for college.

### **X. New Business**

Beth Eachus announced that Elizabeth Terry-Humen will be taking over from Shelly Koshuta as chair and editor of the PTSA's e-newsletter, *Mad Memos*.

### **XI. Old Business**

As there was no old business, the meeting was adjourned at 8:03 pm.