

**Minutes of the James Madison High School PTSA  
Tuesday, April 12, 2022**

The meeting was called to order at 7:01 p.m.

**In attendance:**

Greg Hood, Timothy Buckley, Elizabeth Dean; Abby Shannon, Andrea Kramer, Beth Eachus, Gayle Schlueter, Heather Ireland, Sarah Español, Urvi Desai, Janine Bruhn, Shelly Koshuta, Ginger Piercy, Suzanne Zulauf

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

Beth welcomed all to the meeting.

**II. Approval of March 8 PTSA Meeting Minutes – Beth Eachus**

Beth announced that the minutes from the March 8, 2022 meeting had been posted to the PTSA website for a few weeks. Andrea Kramer moved to approve the minutes as revised; Urvi Desai seconded the motion. A vote was taken, and the motion to approve the minutes as accepted and passed.

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

Mr. Hood gave the following updates:

Graduation update: Site visit to DAR planned for next week.

Addition: They are making great progress on the addition/renovation and continue to be on schedule. On the front addition, "MADISON" will be spelled across the windows. The expansion to the cafeteria has been opened up and has gained about 30 feet. This has provided more room for lunch, including their outdoor spaces. The hallway leading to the cafeteria is accessible again.

Mr. Hood passed around preliminary design plans for the library (which will be on the 3<sup>rd</sup> floor). The library will include different student spaces, including places for small group and individual study areas. Additionally, a model classroom with new furniture will get teacher and student input in the next few weeks. The goal is to purchase furniture that will provide the most flexible learning environment.

Staffing: Enrollment is projected to be less than it is today. One reason is that we have been closed to transfers (during construction, FCPS closes schools to any transfers). Less students means less staffing. Across the county, high schools are seeing lower student enrollment. Performing arts have been especially hard hit. We did get approval to open to transfers last week – we may see a small bump in enrollment.

FCPS Cybersecurity Team: Across FCPS, there has been an increase in students posting inappropriate and/or offensive sites. There is a new Cybersecurity Team in FCPS where you can refer any questionable post and they will investigate and have the ability to take the post(s) down.

Robotics Team: The JMHS Robotics Team won 1<sup>st</sup> place at the District Championship out of 60 teams and will compete at Worlds in 2 weeks in Houston.

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

Mr. Buckley gave the following updates:

Testing Season is approaching and will last from April 28 through May 20. There will be an SOL and/or AP test every single day during this time.

SOL: the Junior Reading SOL will be at the end of April. On April 4 & 5, parents were notified that their student has to take an SOL. SOL's will be taken on their FCPS device. AP exams will use pencils and scantrons, and include short answer questions as well.

AP Exams: AP exams will be from May 2-May 13. You can find the preset AP schedule on the College Board website. Specific test locations are TBD. AP exams scheduled for May 3 (a cultural observance day), AP Environmental Science, and AP Psychology, have been moved to May 17.

It was noted that the AP World History Exam was listed on the College Board website, but not on the JMHS website. Mr. Buckley will look into it and correct this oversight. In order to move an exam, it needs to be approved by College Board. Two exams in one day is not a reason to move exams.

Students must arrive by 7:45am for the first test of the day. When there are 2 tests in one day, there is not much time between them, so the first test needs to start on time to give students the maximum amount of time to take the first test, and then get to their second test (if applicable). Students may bring snacks and water for in between tests.

Volunteers are needed to proctor. Responsibilities include passing out the test, picking up completed tests, etc. They will be told what to do. This year, there will be many AP test locations due to an increased number of test accommodations. For accommodated students, JMHS staff, not parent volunteers, must proctor the test. Therefore, JMHS is in need of a lot of proctors next month. Lauren Robarge in the Counseling Office will be coordinating volunteers and a sign up should come out shortly.

Students will need a note to leave early on AP test days as well as to come in late on AP exam days.

SEL Screener #2: scheduled for 4/20. Mr. Buckley expects the results to be more instantaneous and will be provided at a much faster pace than the first screener.

Senior Survey: scheduled for 4/26 and to be done through advisory. The Senior Survey will be on Schoology and can be done at home. It is required of ALL seniors. This is how counselors will know where to send final transcripts (if required).

NOVA visit to JMHS: scheduled for 4/18 at 9:30am. NOVA representatives will be visiting Madison to meet with seniors who will be attending NOVA. The NOVA reps will walk seniors through the registration process. It is highly recommended for all seniors interested in NOVA- this is a great opportunity for individual attention.

X2VOL Service Hours: To receive the Senior Honor Cord, seniors are required to complete 20 hours during their 4 years at Madison (down from 40 hours in the past). Hours must be logged in by 4/20.

Sophomore College Presentation – 4/14 @ Langley High School. In-person presentation with college reps. Lynn Otto has e-mailed information to sophomore families.

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

Dr. Dean discussed Portrait of a Graduate. FCPS' Portrait of a Graduate is the basis for the state of Virginia's Profile of a Graduate. Mr. Hood as referred to Portrait of a Graduate in his Mad Memos – specifically how graduates will use these skills in their daily lives and in their future careers. Next year's goal is to introduce a more formalized reflection of Portrait of a Graduate skills. These competencies would replace SOL's with presentations of learning rather than a test. This would be a more experiential, personal way to show growth. There is a Portrait of a Graduate committee @ JMHS. For more information, there are great resources on the Portrait of a Graduate FCPS website.

#### **VI. Student Government Report – Beth Eachus**

SGA is preparing for several events this spring:

- Madison Monarch (May 14) is a coed senior talent show (replaces Mr. Madison)
- Prom (May 21) will be held at the State Theatre.

Student Services and SGA will partner in Wellness Week this spring.

#### **VII. President's Report – Beth Eachus**

Thank you to Abby Shannon for her work with the Academic Awards and to Mr. Buckley for his help with the Awards presentation.

The Cedar Lane PTA has reached out to the JMHS PTSA to help replace some of their basketball uniforms. Beth Eachus moved to approve a \$250 donation to the Cedar Lane PTA. Cedar Lane serves our students from the community who need accommodations and supports. Abby Shannon seconded the motion, it was passed unanimously.

Thank you to Sarah Español for her coordination of the Marshall HS Fanquest tournament on Friday, March 25. It was the first event for the Madison Special Olympics team. We had 13 athletes attend and compete in this tournament. At the next home track meet on 4/13, there will be both a 50m and 100m race for our Special Olympic athletes. Beth shared that she is the Madison Special Olympics coach and is grateful for the support of the Madison administration, staff and greater community.

The Madison Pantry Outreach Giving Day on 3/26 was a rousing success. Thanks to generous donations from our community, packages of food, cleaning supplies, and hygiene products were sent home before spring break.

There is a plan to allow parents to adopt seniors who might need support or financial help to get across the finish line this spring. More information to come.

### VIII. Treasurer's Report – Janine Bruhn

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

**Report period:** February 1- March 31, 2022

- Budget fitness as of March 31 2021:
  - Net membership income has exceeded the 2021-2022 budget goal \$7,700 (with \$7,801 and 535 members).
  - PTSA donations have exceeded the 2021-2022 budget goal of \$7,500 (with \$12,045 in donations).
  - Academic Boosters has exceeded the 2021-2022 budget goal of \$2,000 (with \$3,581 in donations).
  - Pantry donations have reached \$3,750 as of March 31,2022.
  
- Overall financial status through March 31, 2022 (as reflected in the PTSA budget hand out):
  - PTSA revenues through March 2022 are \$25,443. The PTSA account has had expenses of \$9,066 to date.
  - ANG income through March is \$14,563. Expenses for ANG have started to come in totaling \$3,880 to date.

#### **Budget changes approved on February 8, 2022:**

**1. 2021-2022 PTSA scholarship budget was increased by \$500 from \$4500 to \$5000 broken out as follows:**

- \$1000 for the 2021 Faculty Scholarship (*budgeted for 2020-2021 but not paid due to an oversight in June 2021*)
- \$3000 for the 2022 Make a Difference Scholarship
- \$1000 for the 2022 Faculty Award Scholarship

**2. The creation of the new 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)

Monthly income and expense summary (this report reflects Feb-Mar activity from QuickBooks):

	Feb - Mar	Total
<b>Income</b>		
<b>200 Membership and donations, net</b>		
210 Membership and donation revenues, gross	0.00	0.00
211 Donations - general	100.00	12,045.02
213 Membership dues	104.09	9,870.41
<b>Total 210 Membership and donation revenues, gross</b>	<b>\$ 204.09</b>	<b>\$ 21,915.43</b>
<b>Total 200 Membership and donations, net</b>	<b>\$ 204.09</b>	<b>\$ 21,915.43</b>
<b>300 Academic booster revenues, net</b>		0.00
310 Donations - academic boosters	0.00	3,581.13
311 Practice Exam expenses	0.00	1,311.00
<b>Total 300 Academic booster revenues, net</b>	0.00	<b>\$ 4,892.13</b>
<b>375 Miscellaneous</b>		600.00
<b>380 Food Bank Donations</b>	1,498.38	3,750.32
<b>400 All Night Grad Income</b>		
402 ANG - Registration Deposits	4,382.66	7,889.09
405 All Night Grad donation	321.45	1,346.79
406 ANG Yard Signs	2,211.86	5,326.80
<b>Total 400 All Night Grad Income</b>	<b>\$ 6,915.97</b>	<b>\$ 14,562.68</b>
<b>Total Income</b>	<b>\$ 8,618.44</b>	<b>\$ 45,720.56</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		0.00	2,069.02
<b>Total 250 Costs of Membership</b>	<b>\$</b>	<b>0.00</b>	<b>\$ 2,869.02</b>
<b>Total Cost of Goods Sold</b>	<b>\$</b>	<b>0.00</b>	<b>\$ 2,869.02</b>
<b>Gross Profit</b>	<b>\$</b>	<b>8,618.44</b>	<b>\$ 42,851.54</b>
<b>Expenses</b>			
<b>500 School and Teacher Support</b>			
503 Special projects		130.43	451.85
<b>Total 500 School and Teacher Support</b>	<b>\$</b>	<b>130.43</b>	<b>451.85</b>
<b>600 Student and Parent Support</b>			
603 Parenting Network and Student Services		0.00	250.00
604 PTA Scholarship		0.00	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>\$</b>	<b>0.00</b>	<b>\$ 1,992.89</b>
<b>700 Community and Hospitality</b>			
702 Hospitality committee expenses		551.43	4,435.72
704 Science Fair Dinner		416.03	416.03
<b>Total 700 Community and Hospitality</b>	<b>\$</b>	<b>967.46</b>	<b>\$ 4,851.75</b>
<b>800 Administration</b>			
801 Insurance		0.00	343.00
802 Supplies and postage		0.00	21.69
803 Website and On-line accounting fees		0.00	482.44
805 Accounting/ Taxes		0.00	750.00
<b>Total 800 Administration</b>	<b>\$</b>	<b>0.00</b>	<b>\$ 1,597.13</b>
<b>900 ANG - Event expenses</b>			
903 ANG Misc expenses		1,559.70	1,559.70
904 ANG Lawn Signs		25.00	25.00
909 ANG Entertainment		2,295.50	2,295.50
<b>Total 900 ANG - Event expenses</b>	<b>\$</b>	<b>3,880.20</b>	<b>3,880.20</b>
<b>Total Expenses</b>	<b>\$</b>	<b>4,978.09</b>	<b>\$ 12,773.82</b>
<b>Net Operating Income</b>	<b>\$</b>	<b>3,640.35</b>	<b>\$ 30,077.72</b>
<b>Net Income</b>	<b>\$</b>	<b>3,640.35</b>	<b>\$ 30,077.72</b>

## **IX. Committee Reports**

### Baccalaureate – Gayle Schlueter

This is an interfaith service for seniors and their families and will be held at the Vienna Presbyterian Church on 5/31. The committee is in the process of reaching out to faith leaders. Additionally, they will be reaching out to the JMHS music departments and looking for student speakers as well.

### Academic Boosters – Abby Shannon

If anyone is missing their certificate or pin, please reach out to Student Services. There might be a mock ACT or SAT (to be virtual) held in May given by Educational Connections. More info to come.

### JMHS Pantry and Outreach – Beth Eachus

Information on Giving Day was shared in the President's Report. The PTSA will be hosting an Adopt a Senior Program for seniors who might need help to cross the finish line this spring – more info to come.

### Parent Programs – Gayle Schlueter

The last program of the school year will be held virtually on April 27 from 7-8:30pm. In "Path to College" Dr. Jed Applerouth will discuss planning for college and will include an introduction to the digital SAT. This will be geared toward younger classes.

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

A different staff appreciation event is held each month, and Thankful Thursdays occur each week. Staff Appreciation Week is the first week of May. Beth Eachus made a motion to increase the Staff & Teacher Appreciation budget by \$500. Abby Shannon seconded the motion and it was passed.

All Night Grad – Sarah Español

Seniors need to purchase tickets for the event. A site visit was done today (4/12) at Vienna Community Center. A sign up genius for volunteers will be coming out soon. Mr. Buckley will start doing raffles for current student ticket holders. Some ANG events include a full casino, DJ, photo booth, and magician. The committee is also working on a hypnotist and possibly a fortune teller.

Choir / Orchestra – Beth Eachus (for Pascale Centola and Elizabeth Tery-Humen)

Orchestra and Choir will go on a spring trip to Williamsburg and Virginia Beach. Dining for Dollars at Foster's Grille on Wednesday, 4/13. Both Choir and Orchestra received superior ratings at their Spring Assessments.

Drama – Beth Eachus (for Pascale Centola)

Tickets are now on sale for "The 25<sup>th</sup> Annual Putnam County Spelling Bee." The musical will run April 28-30.

Band – Heather Ireland

Winter Guard placed 4<sup>th</sup> in their division at the AIA Competition in late March. The Band also received superior ratings at their Spring Assessments. Upcoming Band spring activities include: Solo Ensemble Festival, Spring Concert, supporting the Spring Musical, Jazz Band Concert, and the spring trip to Williamsburg on May 13-14.

Athletic Boosters – Tim Buckley

The Athletic Boosters are looking to fill a full slate for the 2022-2023 school year. Overall, the spring teams are doing well. Senior Nights for all sports using the track will take place prior to the start of construction.

**X. New Business**

Beth Eachus introduced the Nominating Committee that includes three (3) freshman parents: Suzanne Zulauf (chair), Shana Coward, and Jennifer Held. Andrea Kramer made the motion to accept the Nominating Committee as presented. Heather Ireland seconded the motion, and the committee was approved.

**XI. Old Business**

As there was no old business, the meeting was adjourned at 8:00 pm.