

**DRAFT Minutes of the James Madison High School PTSA**  
**Tuesday, October 11, 2022**

The meeting was called to order at 7:09 p.m.

**In attendance:**

Timothy Buckley, Steve Plunkett; Michelle Boback, Cindy Chang, Monica Cramer, Urvi Desai, Beth Eachus, Ann-Marie Johnson, Becky Kong, Andrea Kramer, Alyssa Lehman, Sarah Lundquist, Rita Monner, Eliza Morss, René Newman, Ginger Piercy, Gwen Riddle, Gayle Schlueter, Heba Singer, Joelle Shen, Elizabeth Terry-Humen, Chris Torregrossa

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

Beth welcomed everyone to the meeting, which is the second of the 2022-23 school year.

**II. Approval of September 13 PTSA Meeting Minutes – Beth Eachus**

Beth announced that the minutes of the September 13, 2022 meeting had been posted on the PTSA website. Corrections to the minutes were requested: (1) the name of Band show is “The Candy Shoppe”; (2) “New Business” and “Old Business” sections should be renumbered.

Andrea Kramer moved to approve the minutes with the edits proposed. Cindy Chang seconded the motion. A vote was taken, and the motion passed to approve the edited September 13, 2022 meeting minutes.

**III. Principal’s Report – Steve Plunkett, Acting Principal**

Mr. Plunkett provided the following updates:

Staff Appreciation: The Smoothie Surprise cart for faculty and staff on October 3 was extremely popular. Mr. Plunkett thanked the PTSA for its continued support of the faculty and staff.

Principal Selection Process: The initial group of candidates was selected by FCPS Human Resources based on important characteristics as identified by the Madison community. The chosen slate of candidates has been interviewed by the Madison panel. Those candidates selected to continue are now being reviewed at the regional and county leadership level. The administration of JMHS has no input in the process.

Mr. Plunkett hopes Madison will have a new principal by November. If no principal is selected by then, he predicts the process will take several more months. Mr. Plunkett does not have more specific information. Mr. Plunkett and Mr. Buckley confirmed they are not candidates for principal.

Campus Renovation: The WARHAWKS sign is now up on the front of the school. The construction remains in the “punch list” phase, but Mr. Plunkett acknowledged being frustrated by the slow pace of completion of these details. He particularly mentioned the removal of fencing in the gravel lot and that Door 1 cannot be unlocked and must be propped open with a doorstop every day.

Fentanyl-Laced Pills: Mr. Plunkett addressed Dr. Reid’s recent message to the FCPS community about counterfeit prescription pills laced with fentanyl circulating in the county. The presence of these pills is a significant concern. Although the counterfeit pills have not been detected at JMHS, they have been found in Vienna. Mr. Plunkett said Madison is doing what it can to inform and warn the students about these deadly counterfeit pills, but it is also extremely important that parents to speak to their children because the danger these pills pose to anyone who takes them is very real.

Delivery of New Furniture: New furniture is still arriving, but delivery delays continue. The contractors keep changing their delivery timelines, but Mr. Plunkett hopes that all the new furniture will be in place by the end of 2022.

Once the furniture for the new Teachers’ Lounge has been delivered, Beth Eachus would like the PTSA to host a “ribbon-cutting” ceremony to celebrate. The PTSA donated \$25,000 to purchase the Teachers’ Lounge furniture.

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

Mr. Buckley provided the following updates:

PSAT & SAT Day (October 12): 2 hour early release

- PSAT: all 10th and 11th graders will take the PSAT. Sophomores receive an unofficial score; juniors receive an official score.
- SAT: 270 seniors are signed up. Fairfax County is covering the cost of the administration of this test.
- 9<sup>th</sup> graders have the day off, as do any Seniors not taking the SAT.
- 9<sup>th</sup> graders will have asynchronous lessons; there will be no new work assigned.

- Due to the large number of test-taking students and the variety of test-taking settings required, all staff are needed to serve as test monitors. No teaching can occur on this day.
- Early release is at 12:55 PM. A second round of buses will come at 2:55 PM to take home those students who needed more time to complete their testing.

#### Social and Emotional Learning (SEL) Screening (October 19)

- Parents will be able to see the results of their student(s)' screening within days. The only people who will see a student's results are parents, the student, their counselor and teacher. There will be follow-up with students who are flagged as "of concern".
- The SEL has the potential to identify students who need support who may have not been identified previously.

Madison Mentors Program: New student mentors were trained today (October 11) and will meet with their 9<sup>th</sup> graders on Thursday, October 13. Mr. Buckley thanked the PTSA for its support of the program.

Naviance: Career and guidance lessons for 9<sup>th</sup> graders will soon be posted in Naviance. Mr. Buckley pointed out that the lessons he is posting are regularly available to students on Naviance, but he is reposting them now in order to catch students' attention and encourage them to explore Naviance's resources.

#### **V. Faculty Report – Mr. Plunkett**

There is no report. A faculty member has expressed interest in becoming the new faculty liaison to the PTSA, and that individual will be named once his/her interest is confirmed.

#### **VI. Student Government Report – Joelle Shen**

##### Homecoming

- September 30: The Parade and Pep Rally were very successful and extremely well-attended.
- October 1: A record number of tickets were sold to "GloCo" - more than 1,200. The dance was moved inside this year due to weather.
- Mr. Plunkett, Mr. Buckley and Beth Eachus recognized the SGA for their hard work on this year's Homecoming events and commended the SGA for the events' success.

##### Upcoming Events

- Canned Food Drive: Will start November 4 and run for 5-6 weeks
- Wellness Week: planned for December

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

The PTSA has started the school year in a good financial position thanks to memberships and the community's donations.

Support of the JMHS Community Pantry and Outreach is much appreciated (see detailed report under Committees)

Teachers and staff continue to be extremely pleased by the events planned for them by the Staff and Teacher Appreciation Committee (see detailed report under Committees).

#### **VIII. Treasurer's Report – Monica Cramer (for Janine Bruhn)**

Beth Eachus introduced Monica Cramer, the PTSA's financial reconciler, who presented the Treasurer's Report on behalf of the PTSA's Treasurer, Janine Bruhn. Beth also thanked Monica for her service.

Monica explained her role: to examine the PTSA's financial records monthly to ensure the accounts are in good order. She confirmed Beth Eachus' statement that the PTSA's finances are healthy.

The following report was prepared by PTSA Treasurer Janine Bruhn.

#### **Report period: September 1-30**

##### Month of September actions:

- Gathered/submitted the PTSA and ANG tax documentation to the accounting firm Turner, Leins & Gold LLC
  - The annual tax preparation will be completed in November
- Renewed the PTSA Insurance policy for 2022-2023
- Completed the required third-party reconciliation of the PTSA financial records for the month of August (by Monica Cramer)
- VA PTSA compliance completed in September:
  - Paid monthly membership dues for August membership (354)
  - Submitted the 2021-2022 financial review documentation
  - Submitted the 2022-2023 organizational structure (executive board and committee chairs)

- Submitted the Insurance declaration for 2022-2023

Overall financial status through September 2022 (as reflected in the PTSA budget hand out):

- PTSA revenues through September 2022 are \$18,726.
- PTSA expenses total \$4,207 to date.
- ANG income has started to come in with \$1,912 to date.
- No ANG expenses to date.

Budget fitness as of September 30, 2022:

- Net membership income is just shy of the 2022-2023 budget goal of \$7,700 (currently at \$6,417 with 354 members).
- PTSA donations have exceeded the 2022-2023 budget goal of \$7,500 with \$9,391 total to date.
- Academic Booster donations have exceeded the 2022-2023 budget goal of \$2,000 with \$2,448 total to date.

## IX. Committee Reports

JMHS Food Pantry and Outreach – Beth Eachus

Beth thanked the community for its ongoing support in the form of donations of food, supplies and funds.

Upcoming opportunities for giving include:

- The Giving "Tree" (November-December): this is a SignUp Genius for donations, particularly of cold-weather clothing. Beth praised JMHS faculty member Bethany Slingerland for her ongoing work with students and families to identify their specific needs. If you prefer not to wait for a list, blue or black parkas (washable, please) in size Medium (Womens) and size Medium (Mens) are always in demand.
- Baby Supplies: Beth and Mr. Plunkett emphasized that baby clothing and supplies (diapers, wipes, formula) are very much needed and appreciated. There was agreement among the meeting attendees that these supplies should be included in the JMHS Pantry & Outreach's amazon wish list.
- Bicycle Drive: The PTSA has partnered with the *Community for Helping Others* (CHO) and the *Vienna Bicycle Advisory Committee* to match students with refurbished, donated bicycles that can be used for transportation to work and shopping and will do so again this school year.

Staff & Teacher Appreciation – Beth Eachus (for Dara Dirth and Angie Gutenson)

The committee has put on 3 events thus far, and the teachers and staff very much appreciate the "TLC":

- Teacher Breakfast (mid-August)
- BTSN Dinner for Teachers and Staff (August 25)
- Smoothie Surprise (October 3)

"Fall Treats" (November 11, a teacher workday) is next, and in a few weeks, the committee will restart the "Thankful Thursday" weekly gift card raffles for Teachers and Staff.

For those wishing to donate, links to the SignUp Geniuses will be posted in both *Mad Memos* and the PTSA's Facebook page.

Membership – Beth Eachus and Monica Cramer (for Robin Nguyen)

As of Sept 30, the PTSA has 426 members. Membership revenue is currently just shy of the budget goal, but generous donations have made up that shortfall.

Parent Programs –Gayle Schlueter

Gayle reviewed the calendar of upcoming events and asked for suggestions of topics for future programs.

Upcoming Events

- October 12: "The Little-Known Secrets of Paying for College".
  - Auditorium at 7 PM; 70 people already registered
  - This is a particularly helpful program for parents who still have a few years to go before their student goes to college.
- October 20: "Road Map to College: Strategies to Help Students (in Each Year of High School!) Rise Above the Competition!"
  - virtual program to be presented by Ann Dolin, *Educational Connections*
- November & December: no programs
- January: Programs will resume

Mr. Buckley introduced the idea that having the *Substance Abuse Prevention Specialist* (SAPS), Michael McNulty, speak to the parent community might be helpful. Mr. Buckley added that Mr. McNulty has found that tailoring a presentation to a specific age range is more effective than a general-audience message. A discussion about the benefits of an in-person versus a virtual program followed. Members at the meeting attested that Mr. McNulty presented virtually to Thoreau MS last year, and they found his presentation then to be interactive and useful.

Parent-to-Parent Program: A request was made for a program to connect parents who have never been through the college application process with other parents who would be willing to share their college application process experience. Gayle said that she would look into filling that need.

Academic Boosters: Beth Eachus (for Abby Shannon)

- Academic Awards: The Academic Award assembly is upcoming, and Beth and Abby will confer with Mr. Buckley and decide on the format.
- Mock SAT & ACT Tests: Tests will continue to be offered this year, but exclusively online for the first semester. More publicity is needed as fewer students are signing up for online testing. Funds collected from online testing fees are used by the PTSA to pay for teacher conferences and Academic Award ceremonies.
  - Upcoming Mock Test Dates:
    - SAT: October 15
    - ACT: November 5
    - Students may register at [ECTutoring.com/madison](http://ECTutoring.com/madison)

All Night Grad (ANG) – Eliza Morss & Ann-Marie Johnson (for Sarah Español & Jennifer Hallworth)

ANG will be held at the Vienna Community Center on the night of graduation (June 6, 2023), beginning at 11 PM and ending at 5 AM, June 7.

The first ANG planning meeting was held just prior to tonight's PTSA meeting. Co-chairs Jennifer Hallworth and Sarah Español reviewed committee assignments and requested volunteers to lead committees that still need chairs.

Future ANG meetings are scheduled on the same day and place as PTSA meetings and are held just beforehand:

- November 9, 6:30 PM
- January 10, 2023, 6:00 PM
- February 15, 6:00 PM
- March 14, 6:00 PM
- April 11, 6:00 PM
- May 9, 6:00 PM

ANG is funded by the sale of event tickets and senior lawn signs as well as by donations. ANG tickets and senior lawn signs may be purchased through the PTSA website. Mr. Plunkett and Mr. Buckley will see if ANG tickets and senior lawn signs may also be sold through Madison's school site on [www.myschoolbucks.com](http://www.myschoolbucks.com)

ANG wants to expand the ways it publicizes the event to seniors and their families.

- Mr. Plunkett said that he will plug ANG at November's Senior Breakfast; also through seniors' Government and English teachers
- Joelle Shea of SGA was asked if SGA could promote ANG. Joelle said yes, and that Instagram postings would be most effective. ANG should send Instagram-ready material to her.

MAD Drama – Sarah Lundquist

MAD Drama is in rehearsal for its first show of the year, *Much Ado About Nothing*.

Performances will be:

- Thursday, November 10, 7:30 PM
- Friday, November 11, 7:30 PM
- Saturday, November 12, 2:30 PM & 7:30 PM

Tickets go on sale online Tuesday, October 25 at [madisondrama.com](http://madisondrama.com): \$10 in advance, \$12 at the door. There is no "student" ticket rate. Buy your tickets in advance for the best rate.

MAD Drama will welcome 50 National Capital Area *Cappies* critics to the evening performance on Saturday, November 12. These critics will review *Much Ado* and could also nominate aspects of the show for *Cappie* awards, which are given out at the end of the school year.

Choir & Orchestra – Elizabeth Terry-Humen (for Jeremy Kopp)

Upcoming events for both groups include:

- October 18: *Mad Music Day* Fall Concert for Choir and Orchestra
- December 10: *The Snowman* - volunteers are needed!

Band – Andrea Kramer

- October 8: The Band took *The Candy Shoppe* to the BOA MidAtlantic Regional Competition in Delaware and won 2<sup>nd</sup> place in their class for Outstanding Music and 3<sup>rd</sup> place overall out of more than 30 schools.
- October 14: The Band is inviting current 8<sup>th</sup> grade band students to sit in the stands during the football game and to get excited about becoming a part of Band in high school.
- October 22: The Band will go to the VMBC Showcase Competition in South Riding, VA
- October 29: The Band will compete in the BOA New Jersey Regional Competition

Robotics - Monica Cramer

October 22 will be the team's first competition of the season. The *Warbots* will be using the robot that they took to the 2022 World competition and are working on incorporating "swerve drive." The team's new "build season" starts in January.

**X. New Business**

Date of November Meeting: Beth Eachus asked Mr. Plunkett and Mr. Buckley if there were any obstacles to moving the next PTSA Meeting from Tuesday, November 8 (Election Day) to Wednesday, November 9. There were no objections, but no final decision was taken about rescheduling the November 8 meeting.

School Directory: Once all students opting out of the School Directory have been identified, the Directory can be posted. No timetable was given as to when the opt-out process will be complete. Heba Singer is in charge of the Directory.

**XI. Old Business**

There was no old business.

The meeting adjourned at 8:11 p.m.