

**DRAFT Minutes of the James Madison High School PTSA**  
**Tuesday, April 11, 2023**

The meeting was called to order at 7:04 p.m.

**In attendance:**

T.J. Anderson, Liz Calvert; Janine Bruhn, Beth Eachus, Angie Gutenson, Andrea Kramer, Chris Lande, Sarah Lundquist, Regan Morgan, Eliza Morss, Chris Nell, René Newman, Ginger Piercy, Gayle Schlueter, Chris Torregrossa, Catherine Williams

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

Beth welcomed everyone to the meeting.

**II. Approval of March 14 PTSA Meeting Minutes – Beth Eachus, Eliza Morss**

Beth announced that the Minutes of the March 14, 2023 meeting had been posted on the PTSA website. Eliza Morss identified two edits that should be made.

Chris Torregrossa moved to approve the Minutes with the suggested edits. Gayle Schlueter seconded the motion. A vote was taken, and the motion passed to approve the edited March 14, 2023 meeting Minutes.

**III. Principal's Report – Liz Calvert**

Principal Chats

- March 31: Topic was "Alcohol, Tobacco and Other Drugs" and the discussion focused on what has been seen at Madison and in the surrounding community.
  - FCPS Regional Office aims to present in every high school pyramid a substance abuse program aimed at 10<sup>th</sup> – 11<sup>th</sup> graders; this will be scheduled
- April 28: Topic will be "MAD Wings Program"; will clarify what the program means for each grade
  - New: All 2023 Senior Wings participants will receive a graduation cord

JMHS Prom (April 15)

Goal is to keep kids safe

- All bags brought to Prom will be searched
- By law, a student who is 18+ and observed to be under the influence at Prom must be referred to police

Grading

- Plans to complete the transition to the skills-based assessment grading system in 2023-24 are on course
  - JMHS is collaborating with other high schools concerning the new grading system and its implementation
  - Designing high-quality skills assessments will be the instructional focus at JMHS in 2023-24
    - Consultants will be brought in to help design better assessments
    - Better assessments will provide more precise feedback about students' progress
  - Fairfax County School Board is now focusing on the grading discussion. Depending on the actions of the Board:
    - JMHS' current plans to complete the shift to the new grading system in 2023-24 may be put on-hold;
    - Planned focus groups at JMHS about grading may be pushed to May.

Parental Volunteer Opportunity: Be a school Health Room volunteer; the notice will be in the next edition of *Mad Memos*.

2023-24 Course Selection

- American Sign Language (ASL):
  - Ms. Calvert said that ASL will not be offered at JMHS in 2023-24 due to being unable to hire an ASL teacher or share one with another school
  - For 2023-24 ASL will continue to be available to Madison students through the academies.
- The Cohort
  - In 2023-24, the Cohort will be available only in 9<sup>th</sup> grade for English and History
    - There were too few students at the 10<sup>th</sup> and 11<sup>th</sup> grade levels to continue the program
    - The Cohort's current model of success is very teacher-dependent and time-intensive
  - All affected families with students signed up for the 2023-24 Cohort are being notified by email.
    - Cohort classes will be switched to Honors classes
    - Families should let the admin know if they would prefer General rather than Honors classes
  - Ms. Calvert is happy to discuss the scaling down of the Cohort with any parents
  - The current form of this cross-curricular, interdisciplinary program will be re-evaluated to see what aspects can be applied across the high school and what shape the program could take in the future

- Ms. Calvert and Mr. Buckley would like to recreate the middle school model of team teaching at the high school level so that teachers on a team can have conversations beyond academics about meeting students' needs
- Eventual goal: to institute interdisciplinary teaching throughout the school

#### **IV. Student Services Report –T.J. Anderson (for Tim Buckley)**

##### Academic Advising

- The AA process is finished
- Parents should consult *ParentVue* and check their student's final course decisions for 2023-24
- Course change requests can be made, but they will be granted on a space-available basis only

End of 3<sup>rd</sup> quarter on April 23; there will be Teacher Work Day on Friday, April 24.

##### Testing Season Has Begun

- Some SOLs were given this week
- Most SOLs will be given in May
- AP Testing occurs in the first half of May
  - Volunteers are urgently needed to be AP Test proctors

#### **V. Faculty Report – Liz Calvert (for Missy Walsh)**

The librarians thank the PTSA for the grant approved at the March 14 PTSA meeting to fund their end-of-year party for students.

#### **VI. Student Government Report – Beth Eachus (for SGA representatives)**

SGA has elected a new Board, and they are planning for 2023-24. The group is currently focused on Prom (April 15)

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

##### Youth Zero Waste Day

Beth encouraged everyone to pledge with Jasmine Huang, a Madison student and a member of the Youth Advisory Council for *Kroger's Zero Hunger Zero Waste* initiative, to not waste any food on April 16, *Youth Zero Waste Day*. Anyone may participate in the pledge by visiting [www.youthzerowaste.org](http://www.youthzerowaste.org).

##### Special Education

On April 28, JMHS will host a Special Olympics "Feet Meet" for the area's special needs students. This is the first local "Feet Meet" held since the pandemic, and elementary through high school students will be participating.

Beth also announced that two special education teachers, Amy McNamara and Jean Counts, were nominated to receive a special recognition award from the Special Education PTA (SEPTA). Those awards will be announced by SEPTA on May 6.

##### Baccalaureate Service (June 5)

This interfaith service for the Class of 2023 will be held on Monday, June 5 at Vienna Presbyterian Church. The speakers will be a range of faith leaders as well as selected students from the class. The event will also be posted in *Mad Memos* and on the PTSA's Facebook page. Contact Beth if you have a faith leader you would recommend speak to the class.

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

Overall financial status through March 2023 (Budget details to-date are attached at the end of these Minutes)

- PTSA total income: \$23,997
- PTSA total expenses: \$12,926
- ANG total income: \$17,314
- ANG expenses: \$6,311

##### Budget fitness as of March 2023:

Net membership income is just shy of the 2022-2023 budget goal of \$7,700 (income is \$7,170)

PTSA donations have exceeded the 2022-2023 budget goal of \$7,500 with \$11,025 total to date (surplus budget of \$3,525 for programming in order to limit the carry-over of funds).

Academic Booster donations have exceeded the 2022-2023 budget goal of \$2,000 with \$2,797 total to date (surplus budget of \$797 for programming in order to limit the carry-over of funds).

Madison Pantry and Outreach continues to receive significant donations – total to date is \$3,703 through March. With the \$5,530 in unspent donations from last year and \$3,000 expenses to date the Pantry has ~\$6,233 to spend down for support activities through June 2023/end of FY.

General membership vote on 2022-2023 budget change:

Propose to increase the 2022-2023 Special Project budget by \$500 from \$2000 to \$2500

- \$500 was donated to cover the expense
- Andrea Kramer motioned to increase the 2022-23 Special Project budget by \$500. Gayle Schlueter seconded the motion.
- A vote was taken, and the motion was approved.

Volunteers requested for the end-of-year Financial Review Committee:

- The FRC is made up of three volunteers – the incoming treasurer and two others not on PTSA Executive Board
  - Members of the committee should be identified by the next PTSA Meeting on May 9
  - Volunteers need to be available in mid-July
- The PTSA's fiscal year ends June 30
- PTSA and All Night Grad (ANG) records will be reconciled and ready to pass to the FRC in early July
- VA PTA provides a checklist to guide the committee through the review
- Taxes must be submitted in July to stay in good standing with the VAPTA
- QuickBooks experience is not required but might help

**IX. Committee Reports**

JMHS Food Pantry and Outreach – Beth Eachus

The Pantry has received many donations but still has considerable needs, particularly for hygiene items. *Cease Hunger* has partnered with the Pantry to provide bigger items such as cases of dried beans and shelf-stable milk, helping to fill supply gaps.

There will be another Giving Day scheduled at the end of April.

The new distribution system through students' parents is working well.

*Westwood County Club* will partner with the Pantry this summer. The partnership may consist of donations, volunteers, or both.

Staff & Teacher Appreciation – Angie Gutenson

- April 28: The committee will provide doughnuts and coffee for teachers and staff from *Donutchew*. Parents are asked to contribute gift cards to defray the costs of this event.
- May: During Teacher Appreciation Week, faculty and staff will have lunch provided by *Nozzo Pazzo*, a sandwich shop
- June 7: Teachers and staff will enjoy cookies from *MidnightTreats* on the day after graduation
- June 16: Last-day-of-school celebration with lunch from the *Sandwich Shop*
- The committee is in the process of rebuilding for 2023-24

Membership – Beth Eachus (for Robin Nguyen)

The PTSA needs a new Membership Chair. Thank you to Robin Nguyen for 4 years of service!

Academic Boosters – Beth Eachus (for Abby Shannon)

Mock SAT and ACT testing continues and is well-received. Current mock testing is online, but the PTSA is exploring in-person testing options again to offer students a more realistic test-taking setting.

Parent Programs – Gayle Schlueter

- April 26: 6:30 -7:30 p.m. *The Path to College & the Digital SAT*, a virtual program with Dr Jed Applerouth
- Parent Coffee (TBD): An info sharing session with current and incoming Madison parents at *Panera Coffee*

PTSA Scholarships – Gayle Schlueter

Gayle announced that applications from graduating Seniors planning to attend a 2- or 4-year college or school are now being accepted for the PTSA's "Making A Difference" scholarships. Three (3) scholarships of \$1,000 each will be awarded to students who exemplify the qualities of service within Madison and its community. The application is due May 15 and can be found in *Mad Memos* (April) or via the PTSA website. The "Making A Difference" scholarships will be awarded at Convocation on June 1.

Triple I Awards – Gayle Schlueter

Gayle announced that nominations are now being accepted for the *Triple I Awards*. The awards are intended to acknowledge teachers who have been exceptional educators this year in the eyes of their peers, students, and their students' parents. Nominations are due May 15. Teachers who won the *Triple I Award* in 2021-22 are not eligible to win the award in 2022-23.

All Night Grad (ANG) – Eliza Morss, Ginger Piercy (for Jennifer Hallworth)

The ANG Committee met at the Vienna Community Center earlier in the evening (April 11), toured the facility and discussed the event details. Ticket sales are going well. Tickets to ANG are \$90, but the price will rise to \$100 on Memorial Day weekend (May 27-29) and will remain at this price at the event.

Athletics – Liz Calvert

Madison spring sports are doing very well. Senior Bryce Eldridge was awarded the Player of the Year Award by USA Baseball!

MAD Drama – Sarah Lundquist

*Mamma Mia!* opens soon! Performances will be held April 27-29 at 7:30pm as well as April 29 at 2:00pm. Tickets go on sale Friday, April 15 and are \$12 in advance and \$15 on the day of the show.

Visit [madisondrama.com](http://madisondrama.com) to purchase tickets and for more details.

Marching Band – Catherine Williams

Color Guard finished their season by coming in 7<sup>th</sup> at States

- April 29: Solo & Ensemble competition
- May 2 – Night of Percussion
- May 17 – The Bands' Spring Concert
- May 31 – Jazz Night at *Jammin' Java*

Ms. Calvert would like the Band to play at Graduation on June 6 and is discussing the possibility with Mr. Hackbarth.

Choir and Orchestra – Beth Eachus

Both groups had a very successful trip to Orlando

- April 27-29: All-State Choir; 4 choir members were selected; 4 were chosen as Alternates
- May 23: Orchestra's Spring Concert
- May 31: Choir's Pops Concert

**X. New Business**

Angie Gutenson requested that DECA be added as a Committee Report.

**XI. Old Business**

There was no old business.

The meeting adjourned at 8:06 PM.

***PTSA Budget for 2022-23 (actuals through March 31, 2023) follows***

PTSA Budget for 2022-2023 (actuals through March 31, 2023)													
	21-22 Actuals YTD	22-23 Budget	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-22	Mar-22	2022-2023 YTD Actuals	Comments	
<b>PTSA Revenues</b>													
Membership Dues - incl. Natl, State & Cnty	9,974	10,000	5,985	1,760	645	341	173	45		44	8,993		
less: dues paid to National, State, County	-2,140	-2,000		-1,328	-270			-176		-49	-1,823		
less: membership drive expense	0	-300									0		
Membership , net	7,834	7,700	5,985	432	375	341	173	-132	0	-5	7,170		
Donations	12,497	7,500	7,826	1,674	790	313	275		148		11,025	\$3,526 surplus in PTSA donations	
Academic Booster Donations	3,581	2,000	2,273	175	300	25		25			2,797	\$797 surplus in AB donations	
Practice Exams	1,653	2,000						504		1,530	2,034	\$34 surplus in practice exam income	
Miscellaneous - Amazon Smiles and Other	600	100	470							500	970	\$870 surplus in Misc income	
<b>Total Revenues, net of direct expenses</b>	<b>26,165</b>	<b>19,300</b>	<b>16,554</b>	<b>2,281</b>	<b>1,465</b>	<b>679</b>	<b>448</b>	<b>397</b>	<b>148</b>	<b>2,025</b>	<b>23,997</b>		
<b>PTSA Support and Advancement Program Expenses</b>													0
Academic Awards and Staff Development	8,418	8,000						351		2,338	2,689		
Triple I Awards and Ceremony	2,500	2,500									0		
PTSA Senior Scholarships	7,500	4,500									0		
Flight School Supplement	2,000	2,000									0		
Parent Programs	1,000	1,000									0		
Teacher and Staff Appreciation	10,810	9,500	3,095	844				709		1,301	5,949		
Science Fair Dinner	416	750								450	450		
Student Activity Grants/ Mentoring	2,500	2,000									0		
Baccalaureate/Convocation	880	1,500									0		
Directories	800	1,000							300		300	\$700 surplus due to discount on directories	
Special Projects	702	2,000	266	300			276				841	VOTE TO INCREASE BUD by \$500	
Special Education outreach	401	1,000					292				292		
Minority Achievement	700	1,000									0		
Ethics Day	0	500									0	\$500 surplus due to no ethics day planned in 2023	
Principal's Fund	27,000	2,000									0		
	65,626	39,250	0	3,361	1,144	0	567	1,061	300	4,089	10,522		
<b>PTSA Administrative Expenses</b>													0
Insurance	343	350		343							343		
Supplies & Postage	73	200		68							68		
Website and On-line Accounting software	842	2,000		219	61	210		320		165	975		
Tax preparation	750	1,000				803					803		
e-commerce fees/bank fees		500		216							216		
	2,008	4,050	0	846	61	1,013	0	320	0	165	2,405		
<b>Total Expenses (not including Pantry)</b>	<b>67,634</b>	<b>43,300</b>	<b>0</b>	<b>4,207</b>	<b>1,205</b>	<b>1,013</b>	<b>567</b>	<b>1,381</b>	<b>300</b>	<b>4,254</b>	<b>12,926</b>		

	21-22 Actuals YTD	22-23 Budget	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-22	Mar-22	2022-2023 YTD Actuals	Comments	
<b>JMHS Science Dpt Scholarship (Mr. Romeo)</b>													0
less: Scholarship Donations	-1,500	-1,500									0		
	0	0	0	0	0	0	0	0	0	0	0		
<b>Madison Pantry and Outreach Expenses</b>													3,000
less: Madison Outreach Donations	-8,224	-6,500	1,004	150	115	324	1,350	10		750	3,703	Budget should reflect carry over from last year at \$5,530 plus donations	
	-5,530	0	1,004	150	115	324	1,850	1,010	0	2,250	6,703		
<b>Net Income</b>	<b>-35,940</b>	<b>-24,000</b>	<b>17,558</b>	<b>-1,777</b>	<b>376</b>	<b>-10</b>	<b>1,731</b>	<b>26</b>	<b>-152</b>	<b>22</b>	<b>17,773</b>		
Beginning Cash Balance	68,929	32,990	32,990	50,548	48,771	49,146	49,137	50,867	50,893	50,741	32,990		
Ending Cash Balance	32,990	8,990	50,548	48,771	49,146	49,137	50,867	50,893	50,741	50,763	50,763		
<b>All-Night Graduation - Summary - Cash Basis</b>													
Beginning Cash Balance	13,086	22,104	22,104	22,210	24,123	26,070	26,274	26,564	23,044	26,964	22,103.78		
ANG Income	29,425	25,000	107	1,912	1,947	1,022	289	1,066	4,729	6,243	17,314		
ANG Expenses	20,407	27,000				817		4,585	808	100	6,311		
Ending Cash Balance	22,104	20,104	22,210	24,123	26,070	26,274	26,564	23,044	26,964	33,107	33,107		