



GENERAL MEETING

September 13, 2021 / 7:00 PM / Hybrid In-Person/Virtual

PTA and School Staff Attendees:

LHMS PTA: Suzanne Zurn, President; Nicola Hamilton, Vice President; Kimberly Hotz, Treasurer; Candice Benvenuti, Secretary; Traci Pickering, LHMS Spiritwear and General Membership; Heather Lent, BUGS Coordinator

LHMS Staff: Aimee Monticchio, Principal; Ms. Liz Falcone, Staff Grants and Math Department Chair; Jackie Kerze, School-based Technology Specialist; Lesley Boger, School Testing Coordinator;

Parents/ Other: Colleen Vaquerano, Haci Fincan, Heather Stec, April Hartman, Kevin Toop, Stacey Graf, Jessica McInerney, Wanda Stewart, Elizabeth Novelo, Jennifer Glynn, Antonia Blackwood, Jennifer Flora, Muhannad Taghi, Jansen Woo, Megan Murphy, Catherine Wilkins, Jonathan Hotz, Jonathan Hotz, Lauren Yi, Maia Lucier, Kia Braxton, Heather Doerr, Anh Cole, Melissa Scheibe, Ralph Broom, Deborah Nelson, Margaret Perry (Dover), Patricia Kovacs, Kara Manton

7:03 PM Meeting CALL TO ORDER by Suzanne Zurn, President.

President Remarks & Welcome – this meeting is being recorded and will be made available for future review for anyone unavailable to attend tonight.

Presentation/Monthly Topic: Jackie, Kerze, School-Based Technology Specialist presented Schoology

- Presentation Highlights:
 - Schoology is a one-stop-shop for tools, resources, calendar, assignments, events, and student's assignments. Parent Course is different than Student Course. Preferred browser for Schoology and FCPS is Chrome.
 - How to navigate:
 - Top right corner is your name; click on name and you will get a drop down menu of your students enrolled in FCPS schools; click on your student's name and you can see everything for his/her school;
 - Far right side is Recent Grades – shows graded assignments and scores; click into and hover over the assignment to see which course the assignment is linked to; any assignment attached with a due date will populate as an assignment in Schoology; students can see what's overdue; makes it easier to see where your student is with assignments; scores are put into Schoology: **THEY ARE FOR FEEDBACK PURPOSES ONLY – OFFICIAL GRADEBOOK IS SIS...** eventually, they will be linked, but not at this time. There may be some grades in Schoology as practice, so the kids get feedback, but those won't be seen in SIS. When the programs communicate, those practices will be not graded.

- Right side is Upcoming Events; every day there is a blue or grey day calendar embedded;
 - Clicking on FCPS icon on top left will take you to the Home page
 - Click on the Courses; you can only see 12 courses at one time, but you can rearrange them. In Student All course, there are directions on how to rearrange. If any student needs help, please have them submit a ticket.
 - Each teacher has his/her own course; click on any course; there is a banner that is active for students only. Parents cannot access Google information.
 - In the course, click Court Essentials – this is where the syllabus and important course information is located.
 - Current Unit – there will be additional information for current coursework.
 - Previous Unit – students can access any previous unit throughout the school year.
 - You can see on the right hand side, any upcoming assignment.
 - GROUPS – none right now, but will have later in the year
 - GRADE REPORTS – Feedback only; depending on the type of assignment will depend on how it looks. If you see a grade and a little piece of paper, you will see it turned in through Google Drive. If you see a grade, but no paper, this is an assignment, but not a Google Drive assignment
 - Calendar – click it twice – in here, you are viewing the calendar as your child sees it. Different colors Purple: hover over and it will tell you which calendar it is coming from. If it's for one of your child's classes, click on it and you will get assignment info (due date, description, how many points). Need more information, log in as your child to access any Google Drive information.
 - Offers a workload planner so teachers can see how many assignments students have across all of their courses. When teachers plan assignments, they can see how many assignments the students have; not all assignments are equal.
 - Even if a student turns in an assignment early, the assignment will not disappear until after the due date, so students should still use their DAB as an assignment checklist.
- Any questions, shoot Ms. Kerze an email: jmkerze@fcps.edu

Presentation/Monthly Topic: Lesley Boger, School Testing Coordinator presented Fall SOLs

- Virginia Growth Assessments (VGAs) – General Assembly mandated the fall assessments each year starting this year to see where the students are and to see growth. The reports will help inform instruction. This is the first year doing this.
- Shorter than SOLs and are taken in one class period in their classes with their own teachers. Students receive the same rules and accommodations as SOLs.
- Reading assessment is two passages and a Computer Adapted Test (CAT).
- Math assessment is 25 questions. A calculator is not used on the first part, but is on the second part.
- Reading and Math teachers will teach the students how to take the test.
- Parents should get the reports and results should be on SIS. Previous SOL reports on SIS.
- English assessment: September 22nd and 23rd
- Math assessment: September 28th and 29th; high school courses are exempt.
- Questions? Email : lbogger@fcps.edu

June Meeting Minutes – Candice Benvenuti, PTA Secretary,

- Presented the meeting minutes for approval
- Meeting minutes were also shared onscreen
- Liz Falcone made motion to approve
- Aimee Monticchio 2nd the motion
- June meeting minutes were approved and will be posted to LHMS PTA website

President's Report – Suzanne Zurn, PTA President

- Community is off to a really strong start. There was an outpouring of contributions for teachers staff with snacks; store room is stocked
- Follow us on Facebook to see where your PTA funds go to and events
- Thanks to all who came out to Open House. We had a table with spirit wear and membership and appreciate the interest and support.
- Survey: In the recent news e-mail, there was a link to a survey on what topics you would like to see at monthly meetings. Please complete the survey and let us know what topics you would like to hear about or potential speakers. It will be republished.
- We want be accessible to all, so the meetings are recorded and posted.
- Look forward to working with everyone!
- E-mail: president@lhmspta.com

Principal's Report – Aimee Monticchio, LHMS Principal

- Thanked everyone for joining us; Strong start to school year; outpouring from parents to greet and feed the teachers; such strong parental support is appreciated.
- Fully staffed in the building with teachers and support.
- Some support roles the county is adding; let her know if you are interested in joining the staff, especially a need for Spanish speaking staff.
- Some new features have been added this year: opened a patio for lunch period; children have an opportunity to sit outside; individual seats in cafeteria to maintain safety.
- Renovation timeline: Two phases and two summers are complete. Since open house, there are no updates.
- Looking forward to getting the music wing opened in October. The gymnasium is lagging behind. Trailers are being removed piece by piece. We should have the entire building opened in the 2nd quarter.
- Pleased to have hundreds of parents at Open House, so you could see how wonderful the school looks.
- Tomorrow is one of two mandatory lockdown drills. Students will watch a video on how to respond in the event of an active shooter situation. Because of the pandemic, we are not grouping together on the floor, but separating. If there were an actual emergency, we will follow the protocol and group together.
- If you are inundated with emails, prioritize the Friday Principal's message. PTA's emails go out Wednesdays.

Treasurer's Report – Kim Hotz, PTA Treasurer

- Audit
 - We completed the audit report two weeks ago. Thank you to the audit committee. All worked out well.
 - Bank reconciliation was tough due to COVID.
 - We are requiring the two signatures on checks this year (President and Treasurer). Last year, we did one signature.
 - Financials: July 1st balance = \$6,425.77
 Revenue = \$12, 699.81
 Expenses = \$7,594.09
 Ending balance = \$5,105.45
 - We didn't have some fundraisers that we'd normally have, but were able to do some special recognition for teachers and special things for the teachers.
 - There was a motion to approve the audit; a 2nd; the audit was approved.
- Budget
 - Created a balanced proposed budget. Predictions lined up where we were last year; looked at 2019-2020 for guidance on some items that we weren't able to do.
 - INCOME:
 - Total program income = \$10,155
 - Total donations = \$ 800
 - Total Income = \$10,955
 - EXPENSES:
 - Fundraising = \$ 4,300
 - Operating expenses = \$ 499
 - Misc. expenses = \$ 530
 - Program expenses = \$ 5,626
 - Total expenses = \$10,955
 - There was a motion to approve the budget; a 2nd ; the budget was approved and will be posted on website.

Webmaster's Report – Peter Crowe – tabled

- Made updates to website and the leadership list of the PTA
- Links to spirit wear and other resources are on the website

Committee Chair Reports

- Membership, Traci Pickering
 - Please try to join the PTA. We have a membership every budget. We have teacher memberships.
 - The money does come back into the school to recognize our students and give them special events and provide mini grants for teachers.

- Spirit Wear, Traci Pickering
 - We had a very successful open house. We were able to sell some legacy items and had tremendous sales in new collections. The order was placed today and should arrive in 10 business days. Items will be distributed through 3rd period teachers. We would love to see more orders come in and are still accepting orders. There are several colors and styles to choose from.
 - Membership and spirit wear are purchased in the same cart. There is no cutoff date for ordering. It may be off in March or April when we get close to end of the school year.

New Items for Business

- Mini-Grants – Liz Falcone
 - Application from Assistant Principal, Amy Smith
 - The Grant request is for \$250
 - These Grant funds would be used to run a program for Ms. Smith to meet with new students over pizza and get to them.
 - There was a motion to approve the grant; a 2nd; and the grant application was approved.
 - Application from Librarian, Nora Wise
 - The Grant request is for \$240
 - These grant funds will be used to cover the cost of Ms. Wise's attendant at a library conference to focus on how to re-engage students in reading.
 - There was a suggestion of the condition that the librarian reports to the PTA within 60 days of her attendance about what were her takeaways and how we can partner with her.
 - There was a motion to approve the grant; a 2nd; and the grant application was approved.
- If other teachers and staff apply for mini grants, we will work to support more even though majority of our funds have been granted. We will find more resources to support more mini grants.

Other Items for Discussion

- Open PTA Positions
 - 8th Grade Basketball Coordinator – This is an important position to fill. There will be a team of people to support you and a lot is done through the after school program. This position is just a matter of parents running the concessions for that night. The basketball game is a fundraiser.
 - 8th Grade Party Coordinator – This position coordinates the 8th grade party, tickets, theme, snacks, etc.
 - Diversity Events Coordinator – This is a critical position. This position works together with the school to do some spirit activities. Mrs. Burke is spearheading an event on the Thursday before Thanksgiving to celebrate the diversity of our school for students to interact with each other and get to know different backgrounds and nationalities
 - Hospitality – We have three parents interested in this position. Thank you!

- Fundraising – We need someone to schedule our Dining for Dollars and other fundraising opportunities.
 - Skate Night – There was a question about if we are having one and when? Kathy Wilkins volunteered to manage the fundraiser. Traditionally, this event is held in December/January timeframe, but it's up to Skate Quest's availability.
 - Descriptions of open positions will be posted in the emailed newsletter.
- Flyer – “Helping Your New Middle Schooler Survive & Thrive” – Educational series for parents/caregivers put on by 7th grade principal; Amy Smith – classes once a month 6:30-7:30 pm on the following dates:
 - 9/29
 - 10/28
 - 12/1
 - 1/18
 - 2/23

More details in Keep In Touch

- PTA Reflections Contest: A parent had a question about how students submit work.
 - We do not have a coordinator at Hughes and welcome a volunteer.
 - What is it: Students submit a work of art, music, etc. for a theme each year. Deadlines are strict and requirements of how submissions are formatted are detailed as well. Submissions need to be through a school.
 - We can collect information and get it out to the community if there is interest.

Key Dates:

- October 11th – Student Holiday/ School Plan Day
- October 18th – PTA Meeting

Meeting ADJOURNED at 8:33 pm.