**Campbell PTA Meeting  
September 10, 2019**

**6:30 p.m. – 8:00 p.m.**

**Approximate # of Attendees: 36**

1. **Welcome: Barbara Martinez, President**

* Welcome back, and welcome to new Campbell families and new members of the PTA!
* Barbara noted that we will have guest speakers at future meetings, but this first meeting is more about getting to know each other and Campbell

1. **Introductions and Volunteer Requests: Executive Board, Project Discovery Chairs**

* The Executive Board introduced themselves:
  + Barbara Martinez is in her second year as PTA president, looking forward to a great year
  + Julie Bohler and Erica Lord are VPs of Fundraising – Erica does more of the organizing and Julie is the one to talk businesses into giving money to the PTA – anyone who wants to get involved in with fundraising or outreach to local businesses should get in touch
  + Amanda Lowenberger is in her second year as Treasurer – if you have any questions about how money is spent or need to be reimbursed by the PTA, she can help
  + Shana Brown is in her second year as Secretary – she takes notes at PTA meetings and helps get the Directory together
  + Kathy Evans Cordon is in her second year as VP of Communications (fourth year on the PTA Exec Board) – she sends out announcements about events and meetings – if you have any IT expertise please reach out, we need someone to help with the PTA website
  + Monica Flores is VP of Programs – she is excited to support Campbell’s activities, the first of which is coming right up: the Fun Run!
    - * **The Fun Run is on Friday, October 11 – it’s our first big community event/fundraiser!**
    - On the day of the run each grade spends 20 minutes outside running, walking, dancing (there’s a DJ) – parents are welcome to come support and run with students – schedules with class times will be coming home soon
    - The teachers and Karen Anselmo make the event happen (round of applause!)
    - Monica put together the pledge site: <http://campbellschool.org/funrun/> (at a huge savings to the PTA – round of applause!)
* Project Discovery Chairs: Raluca Angelescu and Rona Jobe
  + Project Discovery is Campbell’s afterschool enrichment program – Raluca and Rona are taking over from Jenny Morris and Tammy Bewitz who did an amazing job organizing and managing Project Discovery for the past several years
  + This year Baroody Camps is organizing and managing Project Discovery– there will be a Coordinator from Baroody onsite during classes – Raluca and Rona are the point people at Campbell helping to ensure everything runs smoothly
  + Classes will be offered on Wed/Thurs/Fri from 2:45 PM – 4:00 PM
* Barbara gave a quick overview of the many different types of volunteers who keep the PTA running:
  + Restaurant Night Coordinator – we need someone to set these up with local restaurants and get the word out to Campbell
  + Box Top Coordinator – Campbell gets $0.10 from every box top donated to “Boxy” the Turtle (near the library) but the paper box tops will be phased out over the next year in favor of QVC scanning – not sure whether we’ll continue the program after that, but in the meantime this is still a source of revenue for us and we need someone to manage it
  + IT/website person – we need a tech-savvy point person to manage issues related to the website; Reidy Brown and Monica Flores can help
  + Teacher Appreciation – Elizabeth Fabrizio and Sally Hoekstra are the leads and we have a large budget for these important activities – we need a few people more people to help out with this
  + Garden and Wetlands Maintenance Coordinator – if you haven’t met Ms Christy yet she’s our amazing Outdoor Classroom Coordinator and she could use some help with all of the other things she does so she can keep focused on teaching – garden knowledge isn’t necessary! You don’t even necessarily need to be on site to do it!
  + Campbell Wear – Sarah Parada is leading this, order forms will be coming home soon

1. **Presentation and Vote on the Audit: Dharma George**

* Dharma, Julie Boehler, and Jenny Morris were on the Audit Committee for the 2018-2019 school year – they met with Barbara and Amanda to go through the books (thanks to Amanda for being so organized!) following the Virginia PTA checklist, validating random entries, checking for receipts – having a clean audit is what keeps us in good standing
* Everything checked out so they were able to sign off that they completed the audit
* Julie noted that being on the Audit Committee is a very easy way to volunteer for the PTA
* Motion to approve the audit for the 2018-2019 school year passes unanimously

1. **Getting to Know Each Other Activity**

* We did an interactive activity to get people moving around the room and talking to each other – people had to move to a different side of the room depending on which option they would rather choose: go on a hike or go to a movie? Read a book or do a craft? Have pizza or tacos for dinner?
* Continue getting to know each other at the **Back to School picnic on Friday, September 27!** The picnic this year will be BYO food (no food trucks) and the PTA will provide fruit and other treats

1. **Presentation and Vote on the Budget: Amanda Lowenberger**

* Amanda walked us through a line-by-line review of the budget for the 2019-2020 school year noting the intentional discrepancy between income and expenses to draw down our reserves
* Questions and discussion
  + Under ‘Classroom & Teacher Support’ – does the line for ‘Classroom Resources – Specials’ cover all four Specials (art, music, P.E., and Spanish)?
    - Maureen explained that this line isn’t intended to be evenly split across all four Specials since they have different needs: P.E. gets a small budget from APS, art gets a substantial portion of funds from APS, music doesn’t get anything from APS, and Spanish doesn’t have any costs – also sometimes the Specials groups raise funds on their own (e.g. art raised funds for a drying cart via Go Fund Me)
    - There are 12 Specials teachers and lots of classes – should we consider increasing this line the way we did for 1st Grade this year (since we have an ‘extra’ class)? This also prompted discussion about whether Ms. Sullivan or Ms. Clark need a line in the budget (Maureen noted that when the School Psychologist e.g. needs something, they usually put it under the Special Education lines, not Classroom Resources)
    - The Classroom Resources lines per grade are well budgeted – however Specials teachers are often part-time and/or don’t stay longer than a year at one school – so they don’t typically have a lot of costs as they don’t invest in significant purchases
    - We decided to leave this line as it stands for this year and let Specials teachers know they have a line in the PTA budget so they can request things – and track expenses in case we need to make a change for next year
  + Suggestion to increase our contribution to CCPTA (County Council of PTAs for Arlington)
    - CCPTA and specifically the County PTA Collaboration Initiative (CPCI) work to advance equity across APS schools, e.g. the CPCI provides grants to PTAs (e.g. for classroom and library purchases, field trips, other initiatives) that PTAs aren’t able to fund themselves
    - Katherine Novello is VP of the CCPTA – she gave a quick overview of the CPCI program: it was started in 2015, has awarded approx. $30k in grants since then, more PTAs are writing grants for CPCI funding as word spreads about the program
    - Last year Campbell received a CPCI grant for a white board for our Outdoor Classroom
    - Two years ago Campbell contributed $100 to CCPTA; last year we contributed $500 and that’s what we budgeted for this year – a motion to increase our contribution for this year to $1500 was introduced and seconded – more discussion followed:
      * With so much discrepancy between PTAs’ funding across the county, anything we can do to increase equity would be helpful – may even incentivize other PTAs to increase their contributions (although amounts aren’t publicly known)
      * When we applied for our white board grant last year CCPTA was asking repeatedly for grants – they couldn’t spend the money they had – do we need to triple our contribution this year?
      * Campbell is probably an oddity since we have Title 1 funds and a strong PTA (even though Title 1 funds have more restrictions)
      * Several new PTAs this year, last year Carlin Springs was the only new PTA
    - Motion to raise contribution to $1500 passes with majority in favor and a few dissenting
  + Discussion about our growing reserve – we’re trying to find a big project to spend it on!
    - There’s no official guidance about reserves, other PTAs have more like $5k – $10k
    - Families support the PTA to enhance the Campbell community – if they’re donating to the PTA when their student is in Kindergarten and those funds aren’t used for several years – that doesn’t seem like a reasonable way to steward our funds
    - We had budgeted a large sum to replace the shed over the summer but actual costs came in much lower – examples of big projects: last year we replaced the audio system, the year before that was the courtyard pond renovation (approx. $10k, made a huge difference in the usability of that area)
  + Time check! These are all great questions and Amanda gives a treasurers’ report at each meeting so we can revisit this at future meetings
* Motion to approve 2019-2020 budget passes unanimously

1. **Treasurer’s Report: Amanda Lowerberger**

* Amanda gave a very brief report of the budget – there were no questions

1. **School Counselor Introduction: Kate Sullivan**

* Kate does lessons all year alternating weeks between Grades 1/3/5 and K/2/4 classrooms
* This year instead of sending home letters and extension activities at the end of each lesson, all the lessons are up on the Campbell website already so families can access home links and continue discussions with students at any time
* Parent surveys – please respond, as this info helps Kate figure out the responsive programming throughout the school year, what kinds of groups and lessons will be most useful for students
* Parents are invited to participate in the Counseling Advisory Committee – it meets twice per year before school – the committee helps improve the counseling program (e.g. put lessons on the website vs sending home papers) – please reach out to Kate if you’re interested in getting involved
* Kate will continue to send home student work so families can see the learning standards and Campbell Way principles that were covered; lessons follow the order in which they’re posted on the website

1. **What is CCPTA? What is SEPTA? What is the ACI?: Katherine Novello, Melissa Wadman, Noel Durman**

* CCPTA advocates for the wellbeing of every APS student, includes representatives from each PTA in APS and the APS Advisory Council on Instruction – advocates at school board, county board, even in Richmond – CPCI (provides targeted financial grants to APS for schools to accomplish specific goals not otherwise funded) – Katherine is both the CCPTA VP and the Campbell representative
* SEPTA (Special Education PTA) – Melissa is the head of the mini-grant program at SEPTA (e.g. funding for alternative seating, different kinds of books, teacher training, etc.) – teachers have to be members in order to apply – grants are funded via fundraisers, there’s an auction event – please contact Melissa with any questions and if you know teachers at Campbell who need anything they can apply
* ACI (Advisory Council on Instruction) is an APS group comprised of representatives from each school and community groups that reviews systemwide curricula and policies – Noel is the Campbell liaison to ACI; Amber Baum is on the ACI Special Education Advisory Subcommittee – there are several subcommittees, you can check them out on the APS Engage website and see if you want to volunteer
* We may have guest speakers from CCPTA, SEPTA, and ACI come to speak at future meetings

1. **School Management Plan/Title I Plan Draft: Maureen Nesselrode, Principal**

* Maureen walked us through the school management plan which presents Campbell’s instructional focus for the year as relates to test scores (e.g. indicating which areas we need to focus on)
* Historically last year’s scores are what we expect our scores to look like – Campbell has a large ESOL/HILT population, so our reading scores are typically lower while math is usually higher
* We are one of the top performing Title 1 schools in APS (8 years ago we were the lowest performing)
* In the wellness category we tend to be ahead of the curve – right now we’re doing schoolwide Zones of Regulation, we’ve been doing trauma-informed care for a while now – we will be in the first cohort of schools doing Deep Equity training (used to be called Cultural Competence) which has a very strong inclusion focus – 4 teachers will be trained this fall and will then do turnaround training in the spring – it’s a multiyear process, we have lots of teachers with good experience – a great opportunity for us
* We’re just a little over 440 students this year – we go up a little bit each year, will likely end up closer to 450 – it still feels like a manageable size and we’re on the smaller end of APS elementary schools
* The new trailer for Pre-K is going well with a few hitches (needed to get water access in place for fire safety) – it’s good to have Pre-K in the trailers since they don’t go anywhere without an adult so there are no worries about them getting locked out of the building, etc.
* The front sidewalk is still underway, we’ve wanted that for a long time
* Campbell completed the EL Credentialing process – the portfolio is online and the presentation went extremely well – more information will be forthcoming after the EL National Conference in October!

1. **Closing: Barbara Martinez, President**

* Barbara reminded everyone to bookmark the Amazon affiliate link which Kathy will send to the listserv and to start asking for pledges for the Fun Run (which is coming up soon!)
* Next PTA meeting is October 1 at 6:30 PM
* Thank you all for coming!