

## Minutes-General PTA Meeting

August 23, 2022

### I. Welcome Message

- Meeting attendees welcomed by PTA President
- Meeting agenda shared
- Membership flyer shared
  - i. Information about member benefits and how to join the PTA included
  - ii. Attendees encouraged to join!

### II. Small Group Discussion

- Community building activity
- 3 questions proposed to guide discussion-

What excites you the most about this upcoming school year?  
How are you looking to get involved in the school community?  
How was your summer break?

- Discussion highlights and questions shared
  - i. Distinction between SAC and PTA
    - 1. SAC- Advisory council made up of parents, teachers, and school administrators supporting Henry initiatives
      - a. Members submit an application and commit to attending monthly meetings
    - 2. PTA- Parent Teacher Association partnering with the school to enrich the education environment and strengthen community connections
      - a. Open meetings held monthly
      - b. Fundraise to support activities, events, and unique projects at Henry
  - ii. Reinstating the morning meet in the upper school yard
    - 1. Goal of renewing the tradition in some form set
    - 2. Strong interest among families
  - iii. Excited about new school leadership
  - iv. Excited to welcome new families to Henry
  - v. Thank you expressed to members who painted the school doors!

### III. PTA Meeting Plans

- PTA will host both virtual and in-person meetings this school year
  - i. Virtual PTA Meetings-
    - 1. Very well attended
    - 2. Flexible option appealing to many families
    - 3. Will be held via Zoom at 8pm
  - ii. In-Person Meetings-
    - 1. Will be offered intermittently throughout the year
    - 2. Will give members an opportunity to build community connections
      - a. PTA also hosts a variety of in-person activities and events
      - b. PTA strives to promote positive community connection
    - 3. Will be held at an earlier time slot in the garden or school cafeteria
- Will explore offering a combination In-person/Virtual option
  - i. Would require two meeting moderators to ensure inclusive participation
  - ii. Poses some logistical and technical challenges
  - iii. Option will be explored further

- General Meeting schedule to be announced
  - i. Calendar of PTA meetings and events will be shared

#### IV. Board Introductions

- Board member names and roles shared

##### Elected Board Positions

**President-** Ta'Mora Jackson  
**Co-Vice President-** Jennifer Liboon  
**Co-Vice President-** Rob McIntosh  
**Treasurer-** Nisha Nayak  
**Recording Secretary-** Davida Washington  
**Corresponding Secretary-** Nick Jann

##### Appointed Board Positions

**Projects and Events Co-Chair-** Meghan Medlock  
**Projects and Events Co-Chair-** Nate Holt  
**Fundraising Chair-** Natasha Broadwater  
**Membership Chair-** Alysia Sheaffer  
**Communications Chair-** John Charles  
**Garden Chair-** Becky Brodie  
**Playground Chair-** Kristin Roth  
**Book Fair Chair-** Amy Ignatow  
**Lower School Representative-** Lynda O'Leary  
**Lower School Representative-** Orien Smith-Warren  
**Upper School Teacher Representative-** Kimberly Smith  
**Upper School Representative-** *Open Position*

- Seeking an Upper School Representative
  - i. Representative would-
    1. Lead the planning of upper school activities and events
    2. Share upper school updates
    3. Communicate needs and concerns of upper school families
  - ii. Please reach out via email if interested- [cwhenrypta@gmail.com](mailto:cwhenrypta@gmail.com)

#### V. Scholastic Book Fair

- Organized by Book Fair Chair Amy Ignatow
- Fair held twice in the Fall and Spring
  - i. Fall fair to be held in early November
  - ii. Volunteer help will be needed
- Fun fundraiser that puts hundreds of books into the hands of Henry students!

## VI. Projects and Events Committee

- Host Family Fun Nights, Clean-up Events, Parent Engagement Activities, and Seasonal Fests
- Upcoming End of Summer Clean-up scheduled for 8/27 from 9-12pm
  - i. Opportunity to help freshen the school grounds
  - ii. Will host clean-up days throughout the year
- New committee members and event volunteers welcome!

## VII. Fundraising Committee

- Hosts a variety of fundraising activities throughout the year-
  - i. Miss Chocolate-
    1. Catalogue sale of treats and household items
    2. Sale to begin on 9/19 and end on 10/11
    3. Ordered items will be delivered on 11/2
      - a. Will need parent volunteers to help sort and deliver ordered items
    4. Families welcome to make a donation in lieu of participating
      - a. Can explore providing a letter to families sharing how to donate directly
  - ii. 5K Walk/Run-
    1. End of year Walk/Run through the local community
    2. Planning to offer an obstacle course for younger participants
    3. Welcome volunteers to help plan and work out logistics!
  - iii. Upper School Scavenger Hunt and/or Jeopardy Event
    1. Looking to hold engaging activities for older Henry students
    2. Event ideas welcome
  - iv. Painting with a Twist Outing-
    1. Art event for Henry parents
    2. Seeking a venue that can accommodate 75-100 participants
- School Supply Fund
  - i. Sub-committee organized to raise funds towards purchasing school supplies
    1. Goal to lessen the purchasing burden on Henry families
  - ii. \$2500+ in community donations received
    1. \$500 donated by Top of the Hill Dentistry in Chestnut Hill!
    2. 5,000 sheet case of paper will be ordered for each teacher
    3. Paper order will be placed once PTA check signers update is complete
    4. 700 count containers of antibacterial wipes given to Henry teachers on 8/23

## VIII. Finance Committee

- Manages and tracks PTA funds
- Oversees Mini Grant Program funding teacher led initiatives and projects
- New committee members welcome!

## IX. Membership Committee

- Encourages PTA membership and promotes member connections
- New members encouraged to join!
- Membership dues and PTA donations can be made through the Member Hub  
<https://cwhenrypta.memberhub.com/store>

- X. Garden Committee
- Maintain the school garden, host garden activities, and offer farmer led classes to Henry students
  - Volunteers to help in the garden or assist during garden lessons welcome!
    - i. No previous gardening skills required
    - ii. Opportunity to learn a lot about gardening
  - Join the Garden on Facebook and Instagram for more information and updates-  
<https://www.facebook.com/groups/1674420836148013>  
<https://www.instagram.com/cwhenrygarden/>
- XI. Communications Committee
- Families are encouraged to reach out to the PTA at [cwhenrypta@gmail.com](mailto:cwhenrypta@gmail.com)
  - Social media handles -
    - i. On Instagram and Facebook: @cwhenrypta
    - ii. Sign up for the newsletter here: <https://cwhenrypta.us8.list-manage.com/subscribe?u=7a282ddadab42715521da1b88&id=ee426284e3>
- XII. Upper School Committee
- Seeking a new parent representative
  - Upper School families encouraged to join the FB page!  
<https://www.facebook.com/groups/115061235870175>
- XIII. Message from Principal Ross
- Very excited to be a part of the Henry community!
  - Ready to welcome families back into the school building
    - i. Hosting school tours
    - ii. In-person back to school night scheduled for 9/8 from 6-8pm
  - Welcome parent involvement through volunteering
    - i. Volunteer opportunities will be shared with families
    - ii. Looking to host an information session guiding parents through the volunteer paperwork process
- XIV. Ideas to Explore
- PTA Volunteer Open House
    - i. Could feature committee information tables
    - ii. Opportunity for parents to seek out volunteer opportunities of interest
    - iii. Could pair with an upcoming community building meet-up
  - Porchfest Event at Henry
    - i. Could partner with Ms. Paulino to host a musical event during the upcoming Mt. Airy Porchfest
      1. Will reach out to explore
    - ii. Fest scheduled for 9/18

Next PTA Meeting- **To Be Announced**

Visit [www.cwhenrypta.org](http://www.cwhenrypta.org) for information on events, fundraisers, volunteer opportunities, community news and to **join and donate to the PTA!**