General Meeting Minutes - October 14, 2026 – Zoom

Attendance: Confirmed speakers/participants included Kim Massare, Davida Washington, Michael Dugas, Blithe Riley, Principal Kristy Len, Meghan Medlock, Kristin Roth, Kristina Garcia, Amy Ignatow, Galen Born, Catherine Deneke.

Z.R. Abedin, Abigail Beljean, Kelly Cobb, Fadil Doctry, Santana Dugas, Phil Goldberg, Mark Graham, Bethany Hartzell, Jennifer Liboon, Jeff Main, Rachel Reilly, Vanessa Salazar, Marissa Tice, and Nathan Tinder.

1. Welcome and Announcements: Kim Massare and Davida Washington, Co-Presidents

- Davida Washington and Kim Massare welcomed attendees and reviewed the agenda.
- **October is Principal Appreciation Month.** PTA leadership recognized Principal Kristy Len and the Vice Principal Gabe Tuffs for their service and noted that the Teacher & Staff Support team was preparing expressions of appreciation.
- **A reminder was shared to to join/renew your family's PTA membership for the 2026-27 school year at cwhenrypta.givebacks.com.** Attendees were reminded that only current PTA members may vote on PTA motions and that members could cast yes, no, or abstain votes.
- A family suggested adding PTA meeting information to the ClassDojo events/calendar view to make meeting details easier to locate. Leadership agreed that the possibility should be explored.

2. Fun Run and Fundraising Update: Davida Washington and Fundraising Team

- The annual Fun Run drew **more than 260 registrants** and remained well attended despite rainy weather.
- The event **raised more than $12,000** in the initial event report; with expenses below the $4,000 budgeted amount. The budget originally anticipated $10,000 in revenue and $4,000 in expenses, or approximately $6,000 in net proceeds. Actual net proceeds were nearly $5,000 above the budgeted net amount.
- Davida thanked fundraising lead Lynsey Augustus and her support team for an awesome event! Event chair Catherine Coleman led a very successful sponsorship recruitment effort.
- Event sponsors, volunteers, and participants thanked for making the event successful.
- The team hopes to continue the Fun Run tradition and incorporate lessons from this year into next year's planning.

3. Advocacy Committee and Facilities Modernization: Blithe Riley

- Blithe reported that C.W. Henry families and neighboring schools are **seeking a clearer district plan for school building modernization**, including project scope, budgets, and timelines.
- The district's master facilities plan identifies schools for modernization, but families have requested more specific information about implementation and funding.
- **Important Upcoming Meetings:**
    - **Facilities Family Forum** – October 15, 9:00 a.m., Room 106 - Victoria Fleming, Executive Director of Environmental Services, is scheduled to explain district environmental monitoring and remediation, including AHERA/asbestos and lead-related procedures.
    - Questions, comments, and concerns gathered via a survey will be addressed.
    - **School Advisory Council (SAC) Meeting** – October 26, 4:00 p.m., Launch Pad:Rm 214 - Deputy Superintendent of Operations Oz Hill will address facilities questions submitted in advance. Parents encouraged to attend. Student participation is being explored.
    - **CW Cross Schools Gathering** - November 1, 2:00-4:00pm at WB Saul - Representatives from J.S. Jenks, Houston, Emlen, and Henry had begun coordinating cross-school advocacy, including a letter-writing effort and other topics of shared interest.

4. Treasury Report and Annual Audit: Michael Dugas, Assistant Treasurer/Co-Vice President

- Michael Dugas presented the financial update on behalf of Treasurer Ihuoma Oyekanmi, who could not attend.
- Year-to-date income was reported as $16,580.50, and expenses were $23,144.13.
- The reported total financial position was $54,436.08, including $20,911.60 in funds invested in a CD.
- Teacher reimbursements were continuing to be processed, and Fun Run income and expenses represented the most significant fundraising development.
- The annual audit involved account reconciliation, review of transactions and uncleared items, and sign-off by reviewers in September. Audit Committee member Catherine Deneke explained that reviewers worked individually and raised questions as needed.
- **Annual Audit Membership Vote:**
    - Davida Washington moved to approve the annual audit. Rachel Reilly seconded the motion, and Amy Ignatow also voiced a second. Members were asked to enter yes, no, or abstain in the chat. Davida reported numerous affirmative votes and announced that the audit was approved.
    - **Vote result: APPROVED — 23 Yes, 0 No, and 0 Abstentions** were recorded in the Zoom chat. Abby and Clarke Beljean each cast a Yes vote through one shared chat message.
    - Members with additional audit questions were encouraged to contact the PTA treasurer: treasurer@cwhenrypta.org.

5. Events Committee – Fall Festival: Meghan Medlock and Kristin Roth

- The **2026 Fall Festival** is scheduled for **Sunday, October 25**, from 2:00 to 4:00 p.m. in the C.W. Henry schoolyard and will be free and family-friendly.Planned activities include pumpkin painting, face painting, scarecrow-making, games, music and dancing, an apple press and cider activity, and two food trucks. Costumes are welcome but optional.
    - Kristin Roth requested donations of used clothing for scarecrow-making; families may contact her to arrange collection.
    - Volunteers needed for face painting, food assistance, activity stations, and general event support. A SignUpGenius link was shared during the meeting.
    - A garden/campus cleanup was also planned for the morning of the festival, approximately 10:00 a.m. to noon, to prepare outdoor areas.

6. Garden Committee and Food Moxie: Kristina Garcia and Garden Representatives

- Kristina Garcia described upcoming garden workdays, outdoor learning projects, and the Food Moxie partnership.
    - A **native planting workday** is planned for **November 7**, following the first frost, near the corner of Carpenter and Greene Streets. Volunteers will help clear sod and begin planting in an area selected for sunlight.
    - **Food Moxie** is scheduled to visit on three dates in October and November, with weekly classroom garden sessions alternating between morning and afternoon schedules. 1st and 5th grade classes are among the intended participants, with other classes included as availability permits. Lessons will include garden orientation, plant identification, pollinators, and harvest-related learning.
    - The Garden Committee plans to seek **teacher feedback** after the fall sessions to inform spring programming.
    - An outdoor learning supply box was proposed to make clipboards, seating, and other classroom materials readily available to teachers using the garden. Funds can be used to purchase garden learning supply items.

7. Book Fair Committee: Amy Ignatow

- The **Fall Scholastic Book Fair,** one of the PTA's biggest fundraisers and a great way to get new books into Henry classrooms, is planned for the week following Thanksgiving break: **Nov. 30-Dec. 4.**
- The committee discussed an **author visit by Matt Phelan** and a partnership providing approximately **200 free books for students.**

- **Amy Ignatow, Ihuoma Oyekanmi, and Melissa McBride** were recognized for their book fair planning efforts.
- **Volunteer opportunities and detailed scheduling information** will be distributed closer to the event. Families were encouraged to assist students with book selection and fair operations.

8. 2026–2027 PTA Budget and School Support: Kim Massare - *see slides presented here:* https://docs.google.com/presentation/d/1aC8ffcBdyiLqY-887WMnDnaEDfCrzdstnjPry4fV-cI/edit?usp=sharing

- Kim Massare reviewed the previously approved PTA budget, which includes $84,425 in planned expenses and a fundraising goal exceeding $59,000. The budget was approved at the previous school year's May meeting. The PTA's 2027-28 budget will be approved at the May 2027 meeting.
- **Approximately 48% of the 2026-27 PTA budget supports school, teacher, and staff needs directly.**
    - Allocations include visual arts, theater and music, athletics, special education, extracurricular activities, teacher mini-grants, school supplies, Chromebook carts, staff appreciation, and field trip transportation.
    - More than $8,000 is budgeted for field trip supplements, supporting the goal of providing bus transportation for a field trip for each class.
    - The PTA continues regular deliveries of paper and other essential school supplies, coordinated with Principal Len according to current needs.
    - Classroom teachers and specialists have reimbursement/support allocations discussed as $250 per classroom teacher and $350 per specialist.

9. Principal's Update: Principal Kristy Len

- Principal Len reiterated the importance of the **upcoming district facilities discussions**. She confirmed that the October 15 morning Family Forum with Victoria Fleming would address environmental services and facilities questions.She explained that the afternoon virtual Family Forum was a separate fall Title I meeting, covering how Title I funding is used, family engagement, input opportunities, and required annual reporting.
- New SDP Field Trip Permission Procedures were reviewed:
    - Families may now complete field trip permissions electronically through SchoolCash Online; paper permission forms remain acceptable.
    - Families discussed the convenience of electronic permissions and the importance of clear instructions, including for households with multiple students.

10. Grade Representatives and Family Engagement: Galen Born

- PTA leadership thanked Grade Representatives for compiling **voluntary grade-level family contact lists** that are improving communication and connections among caregivers.
- Galen Born reported that most kindergarten-through-fourth-grade groups had already held gatherings, including a recent second-grade event.
- Grade Representatives hope to encourage additional families to participate in the Fall Festival and other community events.

11. Volunteer Needs and Communications

- Families were encouraged to consider **volunteering in the lunchroom and at recess** in response to staffing need. Sign up here: C.W. Henry Lunch/Recess Helpers!
- PTA leadership will continue sharing announcements through the **monthly newsletter**, **ClassDojo, grade-level contact lists, and direct outreach.**
- The meeting recording and notes are expected to be made available to families who were unable to attend.

12. Upcoming Dates, Follow-Up Items, and Adjournment

- October 15, 9:00 a.m.: Facilities-focused Family Forum with Victoria Fleming, Room 106.
- October 15, 4:00 pm: Virtual fall Title I Family Forum.
- October 25, 10:00 a.m.–noon: Garden/campus cleanup; 2:00–4:00 p.m.: Fall Festival.

- October 26, 4:00 p.m.: SAC facilities meeting with Oz Hill, Launch Pad.
- November 7: Native plant workday, weather and frost permitting.
- November. 30-December 4: Fall Scholastic Book Fair.
- December 2: Next PTA General Membership Meeting on Zoom.