

## **FROST PTA MEETING MINUTES OCTOBER 16, 2006**

**Attendance:** Donna Greer, Angela Pagnato, Loren Brandman, Jane Lichter, Emily Slough, Janet Palfey, Rebecca Aguilar, Cynthia Kirschenbaum, Hyungsoo Kim (Hyokyoung Lim), Gumsil Goh, Lorraine McQuade, Deirdre Jimenez, Lori Bryant, Faye Henris, Linda Halstead, Shannon Waters, Bethy Goley, Barbara Kelley, Nell Hurley, Margie Poppe, Rita Manfredi-Shutler, Janet Burns, Jan Taylor, Thuy Dang, Chun Jin, Yue Fang Zhao, Soon Sun Kim, Ok Mru Hwang, Sandy Fountain, Kerry Adams, Laura Mead, Twila Ilgenfritz, Mary Clark, Anne Stokowski, Marti Jo Jackson, Wendy Williams, Vicki Chamlee.

I. The meeting was called to order by Donna Greer, PTA President, at 9:20 a.m.

II. The minutes from the June PTA meeting were unanimously accepted as written and presented.

### **III. Principal's Report—Marti Jo Jackson**

Welcomed everyone and reported a good opening of the new school year. No significant discipline issues to report.

Introduced the day's featured speakers and the PBS Program.

### **IV. Positive Behavior Support (PBS)—Rebecca Aguilar and Cynthia Kirschenbaum**

The program—focused on behaviors in the hallways, which receive less supervision—has met with great success. Within three years, anticipate all schools will be using this program. Frost's staff and teachers trained during the summer and received PBS cards. Of all the students approximately 15 percent need simple reminders or further explanations of the rules, and 5 percent require individualized instruction to eliminate high-risk behavior. The program has facilitated data collection regarding office referrals to track progress. Few office suspensions have been required; office visits only needed to "fine tune" hall safety behaviors, especially in stairways. Students are encouraged to observe "anchors" (i.e., appropriate voice levels, behavior, and dress); to use passports to go into the halls; to keep halls clean, lockers locked, and bags in lockers; and while in the hall, to keep to the right and moving. PBS cards reinforce good behavior, with both students and staff receiving cards, which are then placed in a box for future prize drawings. Helped address students' safety concerns (pushing and pranks) and made hallways easier to navigate. Woodson Center uses the program; the high school does not. Mrs. Stokowski remarked program is especially helpful with stairway safety in reminding students to stay to the right.

### **V. Faculty Representative's Report—Wendy Williams**

*Calendar of events:* 10/18 early dismissal at 11 o'clock (all classes meeting for approximately 27 minutes each during shortened day); 10/25 picture retake day; 10/25 after-school seventh & eighth grade dance, cafeteria with a D.J. (late buses home); 10/27 Thomas Jefferson High School application deadline; 10/30 Woodson, orchestra, 7 p.m.; 11/2 Frost band concert; 11/3 first quarter ends; 11/6–11/7 teacher workdays (no school); 11/9 health screening; 11/10 report cards home; 11/13 George Mason men's chorus program; 11/13 PTA meeting, 7 p.m., library; 11/22 two-hour early closing; 11/23–11/24 Thanksgiving holidays (no school)

### **VI. Assistant Principal's Report—Anne Stokowski**

As the seventh-grade administrator and safety czar, she had no discipline issues to report. Good beginning to school year and credits the PBS program. During daylight savings, remind students to wear light-colored clothing (hard to see in early morning darkness) and not to cross the parking lot at beginning of traffic loop. Also, entire school practiced a lockdown. The Student Resource Officer was present, and all went smoothly. Will redo in November in attempt to make process routine/second nature so if an emergency arose students would react quickly. For parents during lockdown: listen to news reports, wait until issue is resolved, and let children go home on buses or walk home. If situation persists past late buses, administrators will call contacts on emergency care cards. Procedures apply to issues that arise during after-school activities as well. Use Keep In Touch service

for quick information and updates. Email with any questions or concerns.

#### **VII. Treasurer's Report—Loren Brandman**

Audit Report (summer 2006), 2006–2007 Proposed Budget, and 2006–2007 Budget for Three Months Ending September and October 15, 2006, distributed.

Audit report approved and will be stored in files.

Balanced budget prepared over the summer was approved. A parent queried the "School Support," and Loren indicated the money went to purchasing the Smart Boards.

The budgets for September and through October 15 were also reviewed.

Spirit Sales—Loren reported on behalf of committee chairs that the sales went quite well; "over achieved" goal.

Loren's motion to approve a \$100 expenditure from the Benevolent Fund, to cover lunches for students who could not pay (and to cover a bill from Food Services), was approved as well.

#### **VIII. President's Report—Donna Greer**

Need an Eighth Grade Dance chairperson. Parents of seventh graders traditionally take this position.

Oversees volunteers, decorations, chaperones.

Also need a Woodson Coalition chair to attend monthly meetings and report pertinent information to PTA.

#### **IX. Committee Reports**

**Bingo—Lori Bryant:** Has reserved cafeteria for March 4. Looking for assistance.

**Directory—Laura Mead:** Pete Brandman is currently accepting validated information on secure spot on PTA website; parents have until 10/24; goes to printer 10/25. Directories will be distributed during seventh period 11/8; will be featured in morning announcements so parents will know to look for them.

**Website—Laura Mead:** Updated and different from last year; contact Pete Brandman for committee information and updates. He can also post forms and announcements.

**Volunteers—Laura Mead:** Will send out information to all chairs who need volunteers. Sharing database with Directory this year.

**Membership—Angela Pagnato:** PTA has 580 members thus far, or 200 less than last year, and \$791 in donations. Members may make donations directly from website.

The President thanked Linda Halstead and the Hospitality Committee for the wonderful refreshments. Reminded everyone of next month's meeting (11/13, 7 p.m., library).

The meeting was adjourned by Donna Greer at 10:30 a.m.

Respectfully submitted by Vicki Chamlee, Frost PTA Secretary