**Briar Woods HS PTSO**

**Meeting Minutes**

**May 19, 2020**

**Zoom Meeting due to Covid-19 Virus**

The meeting was called to order at 7:01

**In attendance:**

Debbie Norberg, Nina Yeskis, Sue Spiotto, Elizabeth Foster, Lisa Colangelo, Leslie Moore, Sue Wright, Cristine Gilloon, Sian Baumann, Sunita Saini, Erin Roberts, Trish Kish, Kelly Synder Huff, Brian Albrecht, Kay Dillon. Caroline Molthen, Sheila Alzate. Roxanne Urban, Janalee Chappell Donna Speckhard

**March Minutes were approved**

**No April meeting due to Covid -19**

**Sheila Alzate – Principal Update**

* Thank you to Debbie Norberg, for all your amazing work much done behind the scenes
* Great to get together on monthly meeting thank you to all the members
* Thank you to everyone for your patience day to day as things shift and change with each decision. I am not always as quick as I would like in getting info to you; but as quick as we can. This is so that we are giving accurate information and not giving out constant revisions. Central Office Administration has been great in all of this. As have been other Jurisdictions. I am so impressed that all parties have worked so hard to make sure parents know what is going on a soon as possible.
* To better inform yourself and see how the information filters thought layers, one can review the online School Board meetings. We all try to advocate in best interest of the students. School Board meetings are the latest and greatest on what is going on. Please tune in to live meetings. Check Continuity of Education page that LCPS has put out. I know our students are looking at it and have sent me screen shots.
* A group has proposed a Senior Parade, which I hope happens. This will be a concluding event to make all of us feel better. We have guest here that will speak to this at the end of the meeting.
* The LCPS designated Senior Celebration is something all schools have partnered with Jostens to produce. Senior pictures with names and music from Mr. Minnick is limited to 60 minutes. This is a recognition and celebration only.
* There will also be a Seniors Stories slideshow, which is an informal celebration. Senior stories are being gathered slowly so the deadline has been extended. I will be updated on this at our meeting tomorrow.
* We are also, planning to have activities for Senior week – instead of a picnic. Senior activities will be June 1st to 5th. Senior’s last day is June 4th. The last schoolwork is May 29th for Seniors.
* We will split up distribution of materials returned to us or given out actual days are changing day to day. You will be notified when dates are set. Although it is inconvenient, we must use 2 days to avoid running into the wee late hours. June 1st and 2nd are set for cap and gown distribution. We will also have locker items pick up, medication pick up, art pieces, band instrument turn in and athletic uniforms or equipment turn in. Watch for dates to be announced.
* June 8th and 9th will be Senior Chromebook return and yearbook distribution. We are looking into how we can have virtual signing of yearbooks.
* Stay tuned for graduation 2020 TBD. A lot of examples on how to conduct a social distance graduation ceremony are being considered. We are waiting for LCPS guidance for all schools, all graduations will follow the same pattern. We are currently still under a stay at home order so we can not at the moment do what some other districts have done for their graduates.
* Again, I appreciate your patience. I know some feel they are left in the dark not knowing but I want to avoid giving dates just to change them.
* All pickups will be in car with items brought out to the vehicle. We will be routing our cars in a manor to avoid to back-up onto Belmont Ridge road. One way in one way out. Route will enter via NorthStar Boulevard, drive past front of building, and exit parking lot (right turn only) onto Belmont Ridge Road. Then right into bus loop (off Belmont Ridge Road) for arts band or athletic items then exit rear of building. I wanted to get this out as soon as possible but wanted to make we had everything set. Please check for even these schedules can change.
* Senior pictures are scrolling on Briar Woods High School sign! Leslie Tracy worked hard and long to put pictures on sign. Looks great! Please go by and view them.
* Teachers have been wonderful, in this new teaching process. They have done the best job reaching out to students. I have even got email from students.
* Another special event is where students and staff will be singing the alma mater. I hope I can lip-sink for notes can’t hit. Mr. Trangredi is putting it together.
* Question from audience: “Are Graduation Gowns from Jostens here?” Answer by Shelia Alzate: “Yes, Jostens is in, but we are waiting the Balfour delivery.”
* Starting May 26th 10 teachers per hallway will begin packing up their rooms.
* Question from audience: “My daughter won a Community Service award how can I get it?” Answer by Shelia Alzate: “Yes, l will reach out to you to set that up”
* Question by Debbie Norberg: “When are we announcing PTSO and other awards?” Answer by Shelia Alzate: Please email Rae Comparin, we will combine all awards in one list. Response by Debbie Norberg: “I already emailed her.”
* Kay Dillion thanks Shelia Alzate and School for Senior pictures on sign. Students have been driving up and taking pictures of themselves next to their picture on the sign. Some discussion on this possibly being a permanent feature of graduation.
* We are tying to let all of our students know that BWHS cares and loves them.

**Elizabeth Foster and or Sue Wright - Teacher Representative Update**

* Teacher appreciation Videos were great! Thank you for all you do for our teachers!
* Elizabeth Foster said - it is so hard to be cut off from our Students so quickly. Usually I have a book for kids to sign at the end of the year. Now. I won’t have the book to remember the year.
* Some kids can’t do the work for various reasons. Mostly the amount and quality of work being done is amazing. I (Elizabeth Foster) is a parent in Fauquier county. I can tell you that LCPS is doing amazing work. Taking time to get correct info out. Real continuity for continuation and valuable work.
* Sue Wright adds that she misses her students.

**Debbie Norberg - President’s Update**

* Status of Scholarships: Every year the PTSO awards 3 scholarships. The scholarship committee has picked our 3 recipients. They have not been notified as the announcement will be part of bigger award ceremony
* Boxed Lunch for teachers on May 26. Can we vote on using $1500 for boxed lunches ($10 per box) to use on May 26th to replace the missed teacher appreciation day scheduled during the virus shut down? This money would come from unused funds left in the Principal fund and Teacher Award fund. Yes! Voted unanimously to approve $1500.
* Mask Delivery – On May 26 during Staff Appreciation each teacher and staff will be given a face mask with the falcon logo imprinted on it.
* Kaplan update: PTSO decisions on the Kaplan and Sat prep for next year are on hold due to the covid-19 virus. Funds brought in by these events were much lower this year due to Covid-19 cancellations
* Status of officers for next year:
  + Still looking for volunteers to fill the President and VP of Fundraising positions.
  + Leslie More has said she will stand for the Treasurer position.
  + Vidya Raghaven will be willing to take on the SAT/ACT Prep position starting the middle of the year. She was going to take it on for the full year but is busy working on covid-19 virus research. Caroline Molthen and Leslie Moore offered to do it till Vidya can take it over.
* Waiting on Harris Teeter expect to receive $2000 from VIC program.
* PTSO has $11,000 in outstanding expenses. $5000 in teacher requests and earmarks. Hopefully all bills will be cleared by June 30th.
* PTSO should end the year with $60000 in bank
* Senior Tile Project: Erin Roberts is in charge of the Senior tile project – a group of senior Moms is coordinating uploading Jpegs and having them printed on a ceramic tile. Every year we set aside $1000 for the Senior BBQ which has been cancelled due to Covid-19. Also, we usually spend $1500 for students to attend DECA end of the year convention and other group activities which have also been cancelled due to Covid-19. Can we vote to use these monies for the Senior Tile project? These tiles will be installed either in the new school addition or new front office to be a permanent memory of the extraordinary Class of 2020. If the installation cost can be absorbed into the construction cost it will. Otherwise a line item expense must by placed in next year’s PTSO budget for the cost of installation. Funds unanimously approved.

**Brian Albrecht – Guest Speakers on Graduation Parade**

* I and others have had a desire to do something for the graduating Class of 2020. I have coached many of these students.
* Broadlands HOA was approached with the idea of having a car parade in honor of the graduates. They are for it. However, a few items need to be addressed before they will approve the parade.
  + A safe route with no major thoroughfares involved. A proposed route would start at the LCPS administration building or the Sundial house. This route will be discussed with the Sheriff Department who must ok it.
  + An estimate of the number of people and vehicles involved.
  + Social distancing rules
* This will not replace graduation but be a way to all physically come together. Mr. Albrecht asked Shelia Alzate (BWHS Principal) for her support.
* Ensuing discussion:
  + Rule parent or sibling must drive Graduate, no other students in car.
  + Once permission is received can we look at a photo op such as an arc?
  + Tentative date and time of car parade June 6th 11:00am. Set by Broadlands HOA. No other form (such as Bike parade) Social distancing rules still in place.
  + Where can people view the parade? Along the roads.
  + Many people have volunteered to help out.
  + Question from Sunita Saini: Where would families living in Brambleton go to view the parade? Possibly park at Eagle Ridge if route passes there.
  + Shelia Alzate will help with School Properties
  + NO gathering area at end of parade all must disband without gathering due to social distancing rules
  + Number of Seniors – 445 Expect 75% to show up
  + Would Seniors wear Cap and Gown? Will they have them by June 6th? Yes, they will have them.
  + Shelia Alzate and Debbie Norberg will stay in touch with Mr. Albrecht
  + Thank you to Mr. Albrecht for the update.

**Final thoughts**

* Thank you to Shelia Alzate for all she has done and gone through on this her first year as a Principal.
* Shelia Alzate – Again thank you to the teacher’s, staff and parents of BWHS. YOU ROCK! I want to note that Sue Spiotto has been my caretaker as Parent Liaison doing many behind the scene activities. She has been doing staff outreach and meal distribution every day. No one asked her, she just showed up and started working. She is amazing. It has been a privilege to work with everyone, Debbie our PTSO President is amazing as is this dream team of a PTSO Board.
* Sue Spiotto added that by being behind the scenes she can see what Shelia Alzate does and adds that we are blessed to have her as our Principal
* Debbie Norberg added that it really does take a Village which with our parents, teachers, staff and volunteers we gratefully have.

Meeting Adjourned at 8:26pm