

MINUTES

Executive Committee
Fairlington Parent-Teachers Association

September 8, 1952

The Executive Committee of the Fairlington Parent-Teachers Association met at the School Monday, September 8, 1952, Mrs. Lois Kane presiding. The following members were present; Kane, Siegel, Galloway, Kinzer, Smith, Vieregg, Singer, Stevens, Lambert, Koepf, Miller, Ashley, Wrede, Mervis, Herman, Mabbitt, Halbert, Bawcombe, Day, Thacker.

Mrs. Kane announced that the Committee Chairmen must hand in a written annual report at the May meeting for the use of the Historian. Also the Committee Chairmen should estimate their expenses for the coming year and have their budget requests ready for the October meeting.

The minutes of the previous meeting were approved as read.

Mr. Herman, the Treasurer, reported the cash on hand as \$881.23. He stated that the Fairlington Civic Association had funds which they had considered using for picnic tables for the school grounds, and suggested that a committee be appointed to talk with Mr. Murtha, President of the Fairlington Civic Association, about this matter. The following committee was named: Mr. Herman, Chairman; Miss Lambert, Mrs. Corcoran, Mrs. Kane, Mr. Mabbitt.

Mr. Mervis presented a Budget Report stating that he was relying on the Membership dues and the proposed Fair to raise some of the money needed.

Mrs. Bawcombe reported twenty-five members to date and requested \$5.00 for expenditures.

Mrs. Stevens, Publications Chairman, reported that she hoped, by working with the Room mothers, to promote a better sale of the PTA Magazine this year.

Miss Lambert requested a decision by the Committee whether they desired to sponsor the school blanket insurance for the children. Mrs. Day moved it be sponsored. Seconded and carried. Miss Lambert also suggested that two or three staff members be invited to each meeting as visitors. It was the feeling of the Committee to extend such an invitation. The enrollment was announced as 575.

Mrs. Vieregg reported for Mrs. Kessler, Chairman of the Hospitality Committee. She announced that Social Hours, tentatively set for 7:30 in the evenings at intervals in September, would be held this year instead of Teas. It was decided to have only the parents. The cost would be approximately \$110. It is expected that some Board members be present at each of these social hours.

Mrs. Kinzer reported for the Program Committee with "The Parent in the School Program" as the theme. A tentative schedule for the year was presented.

Mrs. Galloway reported that the Art Committee is planning a program of Parent-Classroom participation in art in April.

The Creative Activities Committee, headed by Mrs. Siegel, is preparing a survey of parent skills in various fields of instruction so that the parents can augment the teachers' instruction. Mrs. Vieregg suggested that details of this new committee be published in the PTA Bulletin.

Mrs. Smith gave the report for the Health Committee.

Mrs. Singer reported for the Curriculum Committee and Mrs. Vieregg suggested that a description of this Committee be published in the Bulletin.

Mrs. Koepf, reporting for the Ways and Means Committee, discussed the Fair to be held November 15.

It was suggested that Mrs. Ashley include in the Parents' Manual a list of the Committee members with a description of the Committee Activity and a list of the Board of Directors.

Mr. Mabbitt read a report for the Building and Grounds Committee. It was suggested that Mr. Mabbitt and Mr. Wrede explore the possibility of fathers helping around the grounds and report at the October meeting.

Mr. Mervis moved that the Treasurer be authorized to make expenditures, with the approval of the President and the Secretary, until such time as the Budget is approved by the PTA. Seconded and carried.

There was no further business and the meeting adjourned at 9:25 P.M.

Respectfully submitted,

Jeanne F. Thacker
Recording Secretary

GENERAL MEETING
FAIRLINGTON PTA
NOVEMBER 10, 1952

THE MEETING WAS CALLED TO ORDER AT 8:10 P.M., MRS. LOIS KANE,
PRESIDENT, PRESIDING.

THE REV. CHARLES COUSER OF THE FAIRLINGTON PRESBYTERIAN CHURCH
GAVE THE INVOCATION.

MRS. JOHN WEBER PLAYED FOR THE SINGING OF THE STAR SPANGLED
BANNER.

MRS. KANE ANNOUNCED THAT A GROUP OF PARENTS IN THE SEMINARY
ROAD AREA WERE GETTING UP A PETITION TO HAVE A TRAFFIC LIGHT INSTALLED
AT SEMINARY ROAD AND FERN STREET. ANYONE INTERESTED IN SIGNING UP
COULD DO SO AT THE CO-OP. MRS. KANE ALSO REMINDED THE PARENTS THAT A
SUGGESTION BOX WAS IN THE HALL OF THE SCHOOL FOR THEIR CONVENIENCE IN
REQUESTING IDEAS FOR FUTURE PTA MEETINGS, QUESTIONS OR SUGGESTIONS.

MRS. KOEPF REPORTED ON THE FAIR TO BE HELD NOVEMBER 15TH. SHE
THANKED ALL THE PARENTS FOR THEIR WONDERFUL COOPERATION. SHE EXTENDED
A SPECIAL VOTE OF THANKS TO HER CO-CHAIRMAN, MRS. KENNETH COBB, FOR
HER UNTIRING EFFORTS, AND TO THE CHAIRMEN OF ALL HER COMMITTEES. SHE
OUTLINED THE EVENTS THAT WOULD TAKE PLACE AT THE FAIR AND URGED EVERY-
ONE TO SUPPORT THIS WORTHY EVENT.

MRS. LINTNER GAVE THE REPORT OF THE HEALTH COMMITTEE FOR MRS.
SMITH, THE CHAIRMAN, WHO WAS UNABLE TO BE PRESENT. A NURSE-MOTHER IS
ON DUTY EVERY MORNING AT THE SCHOOL, DAILY ABSENCE REPORTS ARE KEPT,
NOTICES ARE SENT TO HOMES OF CHILDREN EXPOSED TO COMMUNICABLE DISEASES
DENOTING THE DISEASE AND INCUBATION PERIOD. THE HEALTH COMMITTEE HAS
COMPLETED THE VISION, HEIGHT, WEIGHT, AND AUDIOMETER TESTS FOR ALL THE
STUDENTS.

MRS. KINZER INTRODUCED THE PROGRAM FOR THE EVENING. DR. COOK
OF THE HEALTH BOARD WOULD LEAD THE DISCUSSION ON HEALTH IN ROOM 9,
MRS. ELLEN WOOD, PHYSICAL EDUCATION TEACHER WOULD LEAD THE DISCUSSION
ON PHYSICAL EDUCATION IN ROOM 16, AND MRS. HARLACHER WOULD LEAD THE
DISCUSSION OF FAMILY LIFE EDUCATION IN ROOM 17.

MEETING ADJOURNED AT 8:25 P.M.

EXECUTIVE COMMITTEE MEETING

The first meeting of the Executive Committee was held on September 6, 1960 in the Library of the Fairlington School and was called to order at 8:05 p.m. Since there were no minutes of the previous meeting, none were read. The president announced that two window fans had been purchased for Rooms 7 and 16. Mrs. Miller thanked everyone on behalf of the teachers.

The Treasurer made the following report:

\$553.00 in the bank (per check book)

475.00 will be available for the coming year.

He asked if there were any bills outstanding. Mr. Marshall asked what the members wanted to do for the first meeting. It was decided to meet in the classrooms or in groups in the hall and meet the respective teachers and other parents. No other program is needed for the first meeting.

The President asked how many meetings should we have this year. Miss Carpenter said that two meetings are being eliminated by the County Council--the December and the June meetings. Mr. Marshall made a motion that we have P.T.A. meetings in September, October, and November and that the 1961 meetings be determined later. It was seconded by Mrs. Fillingham. Motion carried.

Miss Carpenter asked what the Committee thought about the Total School Program which was held last year at the end of school. Everyone said they liked it very much and asked to have it continued. Miss Carpenter thanked everyone who had worked on the Handbook and mentioned that any time she could be of help to anyone at all, please do not hesitate to call her.

Quite a lengthy discussion followed regarding fans. 15 fans are needed in all - 14 class rooms and 1 for the library - we have two now, leaving 13 to be purchased. Mrs. Brandt made a motion that it be proposed at the next general meeting that an item of \$350.00 be included in the new budget for the necessary fans and the immediate use of \$100.00 from funds on hand for this purpose. Mr. Pherson seconded the motion. Motion carried.

Mr. Vegge commented on the Budget. He said he would like estimates from the various committees. It was mentioned that under Equipment and Furnishings we had bought the mimeograph machine, TV set, fixed furniture, bought draperies, etc. Miss Carpenter mentioned that she could use two deacons benches. In the fund for the Principal's Office, each teacher receives \$10.00 for her room. Extra money was spent for Science. Some children don't have money to go on field trips. Some have to borrow money for lunches, etc. The Library will receive \$400.00 from the State and County Literary Fund. It was brought up that funds would be needed for the Va. Congress of P.T.A. which is October 24 through 26 at Richmond, Virginia.

Mrs. Miller was requested to ask Mrs. Hawes how much money our P.T.A. should contribute to the "Time for Science" Program. Mrs. Marshall requested more money be allocated in the Budget for the Health Committee.

Mrs. Brandt made a motion that a membership be bought for the Fairlington P.T.A. in the Northern Virginia Council for Exceptional Children. Mrs. Schreiber

seconded the motion. Motion carried.

Mrs. Miller asked for a list of fathers who might like to help the Room Fathers in doing extra projects for the school. She also mentioned that the teachers would like to see the Interest Sheets sent in by the parents.

Mrs. Marshall needs 20 mothers. She also needs a graduate nurse and requested that the Interest Sheets be sent out early. It was suggested that the following be included in the Interest Sheets - If any parent has travelled to an interesting country - or has special ability in Science - Dramatics, Wood-working, etc. or if they have slides of various countries.

Mrs. Meints then gave a short discussion on what had been done about our Fair. We are to have an International Theme this year and she has already contacted many Embassies and other places for suggestions. The date for the Fair has been set for November 19. Mrs. Cameron asked the group if the box suppers had been satisfactory last year and they were going to get prices for this year from several places.

The President said that Mr. Dunstan had been presented with a Past President Pin.

The next Board meeting will be held October 4. There being no further business, the meeting adjourned at 10:10 p.m.

Respectfully submitted,

Elaine Dunstan

Elaine Dunstan
Recording Secretary

TREASURER'S REPORT
Fairlington PTA
For The Period Jan. 1, 1975 Through March 18, 1975

Cash in Bank Jan. 1, 1975 \$816.45

Receipts:

Membership Dues	\$ 5.00
Sale of Group Pictures	51.00
T-Shirt Sales	<u>196.75</u>
TOTAL RECEIPTS	\$252.75

Expenditures:

Delmar Studios - Pictures	22.82
State & National PTA Dues	2.40
Room Attendance Awards	15.00
Printing-Save our School Committee	59.02
Flowers, Past Principal	7.50
Principals Discretionary Fund	<u>50.00</u>
TOTAL EXPENDITURES	<u>\$156.74</u>

Cash in Bank Gain \$ 96.01

CASH IN BANK March 18, 1975 \$912.46

LIABILITIES

Current Liabilities:

State & National PTA Dues	\$.60
T-Shirt Costs (estimated)	<u>175.00</u>
TOTAL CURRENT LIABILITIES	<u>\$175.60</u>

Total, Cash in Bank less Current Liabilities \$736.86

Respectfully Submitted,

Robert D. Kalmin
Acting Treasurer

NANCY L. STEPHENS

PUBLIC ACCOUNTANT

ONE FARRAGUT SQUARE, SOUTH
1634 EYE STREET, NORTHWEST
SUITE 200
WASHINGTON, D. C. 20006

June 3, 1976

Fairlington PTA
3308 South Stafford Street
Arlington, Virginia 22206

I have examined the Balance Sheet of the Fairlington PTA as of May 31, 1976 and the related Statement of Revenue and Expenditures for the period then ended. My examination was made in accordance with generally accepted auditing standards and accordingly included such tests of the accounting records as I considered necessary in the circumstances.

In my opinion, the accompanying Balance Sheet and Statement of Revenue and Expenditures present fairly the financial position of the Fairlington PTA at May 31, 1976, and the results of its operations for the period then ended, in conformity with generally accepted accounting principles applied on a consistent basis.

Nancy L. Stephens

Nancy L. Stephens
Public Accountant

FAIRLINGTON PTA

BALANCE SHEET

MAY 31, 1976

ASSETS

Cash	\$ <u>1,065.36</u>
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EQUITY

<u>Fairlington PTA, Capital, Sept. 1, 1976</u>	\$ 617:75
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Add: Excess Revenue for Period Ending May 31, 1976	<u>447.61</u>
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<u>Fairlington PTA, Capital, May 31, 1976</u>	\$ <u>1,065.36</u>
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FAIRLINGTON PTA
REVENUE AND EXPENDITURES
FOR THE PERIOD ENDING MAY 31, 1976

REVENUE (NET)

Membership Dues	\$ 68.80
Bi-Centennial Festival	930.55
Picture Sales	235.89
T-Shirt Sales	<u>117.60</u>

TOTAL REVENUE (NET) \$ 1,352.84

EXPENDITURES

Publicity	\$ 34.74
Hospitality	27.76
Room Attendance Awards	30.00
Room Funds	105.00
Contributions	47.80
Gifts	30.00
Library Fund	25.00
Student Awards	33.00
Safety Patrol	130.00
Contingencies	96.93
Principal's Fund	50.00
School Improvement	197.50
Field Trips	<u>97.50</u>

TOTAL EXPENDITURES 905.23

EXCESS REVENUE OVER EXPENDITURES \$ 447.61

FAIRLINGTON ELEMENTARY SCHOOL
General Membership Meeting

May 17, 1977

The Meeting was called to order at 8:00 P.M. by the President, Rita Calvan.

The Minutes of the previous meeting were read and approved.

The Treasurer's Report showed a current balance in the checking account of \$638.35. A total of \$1,541.98 has been taken in this year and a total of \$903.63 has been spent.

There were no Committee Reports.

Rita Calvan made a motion to amend the By-Laws at the September General Membership Meeting to state that the PTA is a Non-Profit Organization.

There was no old or unfinished business.

There was no new business.

Rita Calvan thanked everyone for all the help they had given her and for a very nice year.

Mary Margaret Whipple, Fairlington's School Board Liasion conducted the installation of the new officers.

The meeting was adjourned at approximately 8:15 P.M.

Barbara Kasoff
Secretary

MINUTES OF FAIRLINGTON P.T.A. EXECUTIVE COMMITTEE MEETING -
January 8, 1979

The January 8 meeting of the Fairlington P.T.A. Executive Committee was called to order at 7:40 p.m. by President Doris Broughton. Other members present were Bill O'Meara, Helen Staren and Betsy McCormack. The minutes of the previous meeting were read and approved.

Plans for the next general membership meeting on January 16 were discussed. There will be a pot-luck supper. It is hoped that Dr. Kacsмарик, the principal of Abingdon School, will be able to attend. There will be a question and answer period following the dinner so that parents may find out more about the transition from Fairlington to Abingdon.

Plans for the spring include a meeting with the Abingdon P.T.O. in March or April. The May meeting will include a music program, slide show and awards for students. It was mentioned that both Mrs. Byrne and Mrs. Nellessen have spent their entire time in the Arlington school system at Fairlington and that some recognition should be given to them.

The Executive Committee voted to appropriate \$60.00 of the student enrichment activities fund to help defray the \$85 charge by author Ray Owings for her visit to the school. The remaining \$25.00 comes from a grant by the school board under the Teachers Innovative Fund.

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Helen Staren
Helen Staren, Secretary

MINUTES OF FAIRLINGTON P.T.A. EXECUTIVE COMMITTEE MEETING -
May 1, 1979

The May 2 meeting of the Fairlington P.T.A. Executive Committee was called to order at 7:30 p.m. by President Doris Broughton. Other members present were Bill O'Meara and Helen Staren. The minutes of the previous meeting were read and approved.

It was reported that there was approximately \$140.00 in the treasury. Plaques have been ordered for Mrs. Nellessen and Mrs. Byrne; they will be presented at the May 15 general membership meeting. A motion was made, seconded and unanimously passed to the effect that the P.T.A. will share the cost of the plaques with the faculty on a 50-50 basis.

The membership must vote to dissolve the Fairlington P.T.A. at the May meeting. The Executive Committee voted to recommend dissolution on March 6 and the membership was informed of this action by newsletter later in March. The requirement of 30 day notice to members has thus been satisfied. Doris Broughton has received a reply from the state P.T.A. acknowledging the forthcoming dissolution.

According to our correspondence with J.P. Bache, exempt organization specialist with the Internal Revenue Service, the P.T.A. must submit a statement signed by board members explaining how and to whom the organization's remaining assets have been distributed. It was moved and seconded that the assets remaining in June be donated to the Arlington County Scholarship Fund for Teachers, provided that the fund meets the requirement of being an exempt organization. The motion passed unanimously.

Plans for the May 15 meeting were discussed. There will be a short business meeting and the presentation of awards to students and teachers. The vote on dissolution will then be taken. There will be a singing program by the children, a slide show and refreshments.

The committee voted to appropriate \$25 to help Miss Mickett's class pay for their trip to the circus.

An audit committee of Flora Gibson, Judy Temples and Helen Staren was appointed.

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Helen Staren

Helen Staren, Secretary



Virginia Congress of Parents and Teachers

910 North Montana Street
Arlington, Virginia 22205
2 June, 1979

Mrs. Doris S. Broughton, President
Fairlington Elementary School PTA
3308 South Stafford Street
Arlington, Virginia 22206

Dear Mrs. Broughton:

Your letter of March 22 was brought before the Executive Committee of the State PTA. We know how sad you are to face the closing of your school and, at the same time, the dissolution of your splendid PTA.

We hope, however, that this will not signal the end of your PTA activities, and that you will all go on to strengthen the PTAs in the schools to which you will be going. Should your future school not have a PTA, you will have a golden opportunity to proclaim the advantages of belonging to a PTA and working within the state and national organizations for the benefit of children and youth - everywhere.

It is possible to have two organizations in one school - a PTA and PTO or Boosters, or whatever. All it takes is officers, bylaws and some followers, and the principal's approval.

I do trust that the dedicated PTA members from the Fairlington PTA will find a niche in their new school and shall be able to continue their fine work.

I, too, am sad that Fairlington is closing. For many years we lived in Fairlington, I have attended meetings at the school, and I have always had a great admiration for the school staff and the PTA members. I wish you well.

Sincerely,



Mrs. Lloyd C. Mostrom, Secretary