

Twin Hickory Elementary School PTA 2026-2027 General Membership Meeting Minutes

A meeting of the PTA was held on 9/15/26 at the Twin Hickory Elementary School cafeteria.

Call to Order: A motion to start the meeting at 6:02 p.m.. 1st: Susie 2nd: Bethany

Establish Quorum (7). Quorum was established.

The following people were in attendance:

President: Susie Huang
Principal: Erin Traylor
VP Programs: Melissa Parvizi
VP Ways and Means:
VP Volunteers: Bethany Hover
Treasurer: Kenan O'Keefe
Secretary: Brooke Ross-Nelson
Faculty Representative: Amy Wells
Teacher Appreciation: Yates Bryant
Spirit Wear:
Business Partnerships/Spirit Nights: Sally Brinkman
Yearbook:
Communications: Caitlin Bast
Reflections:
Fall Festival:
Grounds and Beautification:
PTA members: 17 (estimated)

A motion was made by **Melissa** to approve the minutes from 8/18/26 as written without corrections. Motion was seconded by **Sally**. The motion was carried, and the minutes were approved by the board.

President shared first:

- **President (Susie)**
 - Welcome and introductions of the team
 - Trailblazer Club overview; As of last Friday (9/11/26), we had 73 members comprised of 60 families and 13 faculty members. That's amazing! We're hoping to get closer to 100, but we still have two more weeks of our membership drive so confident we'll hit our goal. From these 73 members, we have raised \$3,880. Our goal is \$6,000. All of this money goes 100% back to the school. The announcement as to which grade wins the frozen treat party for most TC signups will be made after the campaign closes on 9/27.

- **Treasurer (Kenan)**

- Emailed the proposed budget last week. Passing a vote by the general members allows us to start reimbursing people, which is what we're doing today. We've thankfully had a lot of money coming in this year due to great sponsorships, members joining us.
- **Susie shares about the budget slides:**
 - Our budget is about \$43,000 total in what we're expecting to take in and then spend out. It's a zero-based budget. \$25,000 is the portion that directly benefits our student resources, teacher and faculty resources, and school-wide projects
 - Student Resources (\$10,500), Faculty Resources (\$8,500), School-wide Projects (\$6,000)
 - The purple folders students receive and agendas from 2nd grade up are provided by the PTA.
 - In October, each student will get a T-shirt (each grade has its own color) free from the PTA. We also provide the funding for some library publications and the Blazer Blast prizes.
 - We budget about \$2,500 every year to appreciate our teachers. We reimburse \$125 for each teacher to use from our fund for supplies they need for their classrooms.
 - School-wide, we budgeted \$6,000 for STEM learning. And this year, we hope to fund Mrs. Traylor's LEGO Wall.

- **President (Susie)**

- **What does the PTA do?** Shares an overview: Volunteer, organize events. Looking for a Grounds & Beautification Chair! Parents can also come to us with their ideas for clubs. Fall Festival, Fun Run, Heritage Night. We have recruited a parent to run the Reflections Program. We also have \$1,000 every year earmarked for two graduating high school seniors to each receive a \$500 scholarship; the students must have a connection to THES and want to pursue education.

- **1st VP – Programs (Melissa)**

- Clubs Update: Cheer Club 13 members; Running Club 24 members; Chess Club 20 members, Bike Club 14
- Looking for more parents to volunteer an hour a week to offer other types of clubs!

- **2nd VP – Ways and Means (Josh)**

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- **3rd VP – Volunteers (Bethany)**
 - An overview of volunteer opportunities: lunchroom duty, classroom opportunities, Fall Festival
- **Recording Secretary (Brooke)**
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1. Principal's Report (Erin Traylor)

- Gratitude for the PTA!
- Introduces third-grade teacher Amy Wells, our PTA Faculty Representative
- THES, for the second year in a row, is a distinguished school of the Virginia Department of Education
- Our first of the Community Conversation Series will take place on Wednesday, 9/23, at 6 p.m. at Deep Run High School. It will be a conversation about student wellness (and the role of technology and screen time) based on the book, "The Anxious Generation"; hope these are quarterly events
- Coats for Kids Drive will kick off this fall, partnering with Puritan Cleaners; will celebrate the drive at our quarterly Blazer Blast at end of October
- October 14, Walk to School Day!
- End of first quarter: Coffee at drop off! For parents who drop their kids off, Mrs. Traylor will be out and about with coffee looking to connect with parents.

2. Committee Chair Reports

- Appreciation — Yates
 - Thanks everyone who provided items for Back to School breakfast and Stock the Teachers' Lounge
 - An overview of Teacher Appreciation: We try to do something monthly. Anyone with a Cricut or a Silhouette and is interested in helping with some crafting projects at the end of this month for a teacher surprise can reach out to Yates
- Spirit Wear

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- Business Partnerships/Spirit Nights - Sally
 - An overview of Business Partnerships and Spirit Nights; First Spirit Night is tomorrow (9/16) at Chipotle; 25% of whatever you order comes back to us
- Communications
 - Yates gives a plug for Yearbook: If you take any school-related photos throughout the year, send them to our yearbook email (in Tidbits every week); Jen is also recruiting an apprentice because this is her last year at THES.
- Reflections
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- Fall Festival -
 - Our biggest event of the year is on October 22! Susie introduces four parents helping out this year: Merly, Maria, Hannah, and John
 - Laser tag, obstacle course, and bounce house are returning; Also a new vendor this year: a petting zoo!
 - In the process of confirming a third food truck, we have two already: Firesides and Zaab Eli, hoping to get a Latin food truck; will have apple cider donuts
- Grounds and Beautification
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7. President motion to adjourn the meeting at __6:37 p.m.__.

Raised hand: _____Yates____. 2nd the motion raised hand: __Bethany_____

Next General and Executive Member Meeting: _____10/20/26 at THES cafeteria_____