

Langley High School PTSA
Executive Board Meeting Minutes
Wednesday September 7, 2022

In attendance: Jamie Loving, Robyn Smith, Melissa Schwartz, Jackie Grayer, Julie DeLong, Kristi West, Kristen Simko, Bonnie Myshrall, Stefanie Stayin, Jessica Carter, Preetly Wang, Van Nguyen, Danica Alink, Jill Farah, Jenny Alcorn, Jack Che, Clare Bradshaw, Elina Dimitropoulos, Sara Koenig, Amelia Cabrera, Susan Connery, Amanda Clark, Joy Hohenthauer, Margaret Brown, Connie Colabatistto, Bill Andrle

Meeting called to order at 9:38am

Motion to Approve April 20, 2022, Executive Board Meeting Minutes-Motion Approved by Melissa Schwartz, and Joy Hohenthauer. All Approved. Motion Approved.

Principal's Report: Kim Greer

- Thank you for getting the school year off to a great start! Things are going well. Kids are happy and teachers are happy.
- Vacancy Update:
 - Hired 20 teachers over the summer. All but 1 are veteran teachers.
 - Still 2 vacancies: Tech Ed Teacher, Special Education vacancy also.
- Tell students every day, COVID is still real. 2-3 cases per day. Still encouraging kids to social distance but they do not listen. Masks are still welcome.
- Homecoming- Leadership has a good variety of spirit day options for everyone. Today is Jungle Day. Dance tickets are available on MySchoolBucks until Friday evening.
- Chris Herren-ex Boston Celtic who lost everything due to drug addiction will be speaking to our juniors and seniors on October 3rd in conjunction with 3 other schools.
- Back to School Night next Wednesday September 14th. Satellite parking will be available at St. Luke's. Come as early as possible. Teachers will be posting videos for anyone who can't make it.
- Community Conversations by pyramid with Dr. Reid will take place on October 26th at Langley.
- Thank you for your ongoing support! Saxon Secret Sauce!

President's Report: Jamie Loving

- Welcome Email with 2022-2023 PTSA Board Roster and meeting dates was sent. There are still a few open positions, but the roster will be recirculated as the positions are filled. The location of the October

EBM has changed to the Principal's Conference room due to testing. General Meeting will be held on September 28th

- Introduction of the Board and Committee Members
- PTSA website- Thank you Jill Farah for "rolling forward" the website and for all the changes that were made.
- Virtual Back to School Packets-Thank you to Marybeth Wooton and Katie Connelly for coordinating those packets.
- New Hire and Welcome Back Breakfast-Thank you to Joy Hohenthauer, Leslie Speidel and Clare Bradshaw for helping me to host the new hire breakfast. Thank you to the Hospitality Committee for the lovely delicious Welcome Back Breakfast-Kristen Simko, Rina Kaul, Kristie West & Clare Bradshaw. Ms. Poythress sent a Thank You on behalf of the teachers.
- eNews-Thank you to the eNews team that started up a week early. Please remember the noon Tuesday deadline for submissions. The guidelines were emailed..
- Freshman and New Family Orientation-What a success! Thank you to Robyn Smith, Kirsten Thompson, Clare Bradshaw, Kelli Baker, Melissa Schwartz, and Joy Hohenthauer and of course Julie Hohl!
- Volunteers-2 open positions, Langley Ambassador to FCCPTA and Communications Tech Specialist. Collecting names for volunteers from the websites and those names will be distributed to the committee chairs.

Officer's Report:

- Treasurer- Julie DeLong
 - 2021-2022 Financial Review Report and Recommendations were made by Andrea Martin, Simon Smith, and Kate Trosch
 - As Financial Secretary Preety Wang will do bank reconciliations independent of the Treasurer to adhere to the PTA guidelines for best practices. .
 - Receipts, please email if you can in a high resolution.
 - Motion to Accept the Financial Review-Second by Bill Andrlle and Clare Bradshaw. All in favor. No opposed. Motion approved.
 - Motion to Approve the 2022-2023 PTSA Budget-Second by Clare Bradshaw and Sara Koenig. All in favor. No opposed. Motion approved.
 - There will be a vote to approve the 2022-2023 PTSA Budget at the General Meeting in 2 weeks on September 28th.
- Membership/Fundraising-Melissa Schwartz & Susan Connery
 - Membership to Date-Budget Goal is 550 parent members. Currently have 318 parent members, 12 student members, 90 teacher members. Total 420 members. 58% to parent goal, 70% to total Membership Goal.
 - Departments-Theater/Performing Arts, PE, and Science are tracking higher than other departments for members.
 - Not sure you joined? Check your emails for a receipt.
 - A membership message will be sent to Principal Greer to send out in weekly message.

- Donations-82% to Goal of \$50,000
 - The average donation is \$130 per family
 - Hope after Back to School Night the membership numbers will go up.
 - Affiliated Fundraising-Doing Ok but could be doing better.
 - Harris Teeter is so easy. We have 101 Harris Teeter cards linked. Highest we ever had linked was 211.
 - Amazon Smile is so easy. Use Smile.Amazon.com and link to LHS.
 - Mock SAT/ACT September 17th virtually. A link will be sent.
- Appropriations/PDF- Heather Murphy Capps
 - The first meeting will be held October 19th. Heather will be in communication with the teachers about the option to apply for Appropriations/PDF.

Committee Reports:

- Family Network-Robyn Smith & Clare Bradshaw
 - Freshman Orientation-Clare Bradshaw
 - Freshman Orientation took place after the New Family Orientation
 - Family Network worked in conjunction with Julie Hohl and Principal Greer
 - Julie organized the drumline for the students
 - Student Leaders took students to the gym while parents were in the auditorium.
 - Well received, reduced the students' anxiety when they were able to walk the hall with their schedules.
 - New Family Network/Langley Cares-Robyn Smith
 - New Family Orientation took place before the Freshman Orientation
 - Students met in the cafeteria, while the parents met in the library.
 - The New Family Network had their first Forum in the Lecture Hall on 8/25/2022 with 20-25 attendees. Questions were answered by Principal Greer and Dr. Braden Peterson. Was social and very interactive also.
 - Friday 9/9 New Family Tailgate meeting in the amphitheater. 40 people signed up for the tailgate before the game.
 - Social coffee TBD. Very active group.
 - Kelli Baker is the New Family Lead; Robyn will report at the meetings.
 - Langley Cares committee set up 2 years ago by Clare Bradshaw to support the school social worker to help support students that may have food insecurities or may need financial support. Provide social worker with non-perishable meal packs. Social worker will also have basic school supplies.
 - SHARE-Local food pantry collecting dental supplies. Donation bin at front of school.
 - Saxon Service-led by Kirsten Thompson and Christina Murphy. The first date is September 30th. One Langley links period per month, students get a chance to give back to the community with different volunteer events.
 - Family Network is working on book talks and other events.

- Directories-Jessica Carter
 - Waiting for information from the school and A to Z
 - Update your information on A to Z

- Advocacy- Bill Andrie
 - 2 Save the Date Events- 10/19 McLean Citizen's Association at the McLean Community Center. Dr. Reid will be at McLean High School 9/8. She will be coming to LHS 10/26
 - If you have any school policy issues, please bring them to Jamie or Bill.

- Appreciation Weeks- Sara Koenig
 - Working with Sarah Marshall and Leigh Ann Gillis on Appreciation Weeks for Staff
 - 10/3 will be Breakfast for the Cafeteria and Custodians
 - Want to continue to ask the students to be a part of the gratitude by writing Thank You notes on sticky notes.
 - Give \$10 gift cards to staff members
 - Volunteers are welcome to help!

- Courtyard-Amanda Clark
 - Legacy Tree by office at the front of the building
 - 2 of the 3 courtyards are completed. The goal is to have the 3rd completed by the end of the year.
 - If you haven't already purchased a leaf, bird or acorn please do so in honor of a student or anyone else.

- DEI-Stefanie Stayin & Heather Murphy Capps
 - The Art Department has been contacted to start collaborating on the date and guiding questions for Diverse Art Langley. McLean Community Center has also been contacted for collaboration on programming.
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- Hospitality-Kristen Simko & Kristi West
 - Welcome Back Breakfast happened on August 15th. Thank you, Jamie, Clare, Joy for helping arrange everything.
 - Hugely Successful event! Planned for 200 people, about 120 attended.
 - Will also have 3 lunches throughout the year
 - Coffee tables at the General Meetings

- PTSA Reflections- Elina Dimitropoulos
 - "Show Your Voice": is the Theme

- 7 Categories: dance, film production, literature, music composition, photography, visual arts, and special arts.
 - Students can participate in more than one category.
 - Students need to be members of the PTSA to enter.
 - Will be advertised on posters in the hallway, on Saxon TV, News You Choose
 - Deadline to enter is 10/21
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- No New Business
 - Motion to Adjourn at 11:27am
 - Respectfully Submitted By: Jackie Grayer

Langley High School PTSA
 Budget 2022-2023
 Approved by Executive Board 9/7/2022
 Adopted by General Membership 9/28/2022

GENERAL FUND - Description	Proposed 2022- 2023 Budget
SOURCES/INCOME	
Affiliate Fundraising	
Amazon/Amazon Smile	\$ 500
Cause Network	\$ 100
Harris Teeter	\$ 750
Donations	
General Fund	\$ 50,000
Corporate Match	\$ -
Membership Dues	
Parent Memberships	\$ 13,750
Student Memberships	\$ 200
Staff Memberships	\$ 650
SAT/ACT Practice Test	\$ 3,000
TOTAL SOURCES	\$ 68,950
 USES/EXPENSES	
Programs	\$ 58,700
General & Admin	\$ 10,250
TOTAL SOURCES	\$ 68,950
Change in General Fund Cash Balance	\$ -
Amount	
EARMARKED FUNDS from Prior Years	Earmarked Prior to 2022-2023
Appropriations	\$ 14,971
ANGP	\$ 2,199
Class of 2020	\$ 9,034
Courtyard Fund	\$ 9,159
Langley Cares - 2020/21 Donations	\$ 1,742
Total Earmarked Funds	\$ 37,105
Cash - Beginning of Period	\$ 142,374
Change in Cash Balance	\$ -
Cash - End of Period	\$ 142,374
Earmarked Funds	\$ (37,105)
Anticipated General Fund Available for Future Appropriations and Reserves	\$ 105,270