

**Langley High School PTSA**  
**Executive Board Meeting Minutes**  
**Wednesday, September 15, 2021**

Meeting called to order at 9:39am by President Clare Bradshaw

In Attendance: Clare Bradshaw, Kitty Gonzalez, Kim Greer, Julie Hohl, Melissa Schwartz, Denys King, Ally Weingast, Jackie Grayer, Christine Mancino, Mary Kunkemueller, Jack Che, Annette Bellino, Kirsten Thompson, Jill Holloman, Michelle Francis, Julianna DeLong, Robyn Smith, Jill Farah, Stefanie Stayin, Heather Murphy Capps, Jamie Loving, Bill Andrie, Leslie Speidel, Sonaal Luthra, Amy Adams, Erin Lobato, Kim Detwiler (27 members in attendance)

Motion to approve April 7, 2021, Executive Board Meeting Minutes- Annette Bellino and Kitty Gonzalez.  
All approved

Principal's Report—Kim Greer

- Welcome Back! Happy to have students and staff back in the building.
- Tic Tok Challenge: students are stealing from their own schools and posting on Tic Tok
  - Langley had an incident on 9/10 in one of the bathrooms
  - This is happening across Fairfax County and the nation
  - Langley is now making some changes to how and when students can use what bathrooms can be used
  - Parents, please have a conversation with your students about this situation. Fairfax County will take punishment for this seriously
- Covid: not seeing the level of transmission other schools are seeing
  - Letters have gone out to put some students on "Pause" but it's a small number
  - School Board approved live streaming for students that are out only due to Covid, one way communication
  - Does not have metric of to find out how many Langley students are vaccinated
- BTSN videos are out on Schoology for viewing for now
  - If still having technical issues viewing, please contact specific teacher
- 9/16 information regarding junior parking permit lottery will be going out

Faculty Rep's Report-Tricia Poythress (Given by Clare)

- Many teachers and administration have already joined the PTSA
- Teachers & admin really like being able to pay through PayPal this year
- Really enjoyed the weekly raffles-the thrill of winning is the real prize!
- Tricia is including the link to join the PTSA with every raffle winner announcement

#### President's Report: Clare Bradshaw

- Introduction of the 2021-2022 PTSA Board Roster, thank you to everyone who volunteered
- Virtual Back to School Packets: Thank you to Beth Colligan for emailing and gathering the links
- New Hire Breakfast-Thank you to Kitty Gonzalez, Kirsten Thompson & Julie Hohl for hosting
- Welcome Back Breakfast-Thank you to Ritika Fedewa and Hilary Proctor and HC members
- Freshman & New Family Orientation- Thank you to Chrissie Lavin, Julie Hohl, Kirsten Thompson, Robyn Smith & Michelle Francis
- PTSA Website-Thank you to Betsy, Kristen, Melissa & Annette
- eNews- Thank you to Helen Miller, Stephanie Maxwell, Michelle Francis & Amy Prewett: 4<sup>th</sup> issue is going out 9/16/2021
- BTSN & PTSA Welcome Video-Thank you to all who helped. Can access it through Schoology
- General Membership Meeting on 9/22/21- will vote on Budget and Audit, meeting will be in-person and livestream

#### Officer's Report:

- Treasurer-Julianna DeLong
- 2020-2021 Financial Review Committee Update & Recommendations
  - Committee recommended that the budget going forward be more transparent, budget will now be posted with the board meeting minutes on website
  - Motion to approve 2020-2021 Audit Report-Denys King & Jill Holloman. All approved
  - Next week 9/22/2021 at the GMM there will be a vote to adopt the Financial Review
  - Thank you to the Review Committee for all their hard work
- PTSA 2021-2022 Budget Review
  - Executive Committee reviewed and updated 2021-2022 budget over summer
  - Went back to 2018 & 2019 to forecast the budget
  - Conservative with Donations at \$54,000
  - Increased budget for Family Network for Freshman/New Student Orientation
  - Increased Hospitality budget due to prices of goods increasing
  - Added Class Support Line item to help with classes that have not been able to fundraise last year due to Covid
  - Added line item Langley Support for Staff to help in challenging situations
  - Increased line item Saxon Spirit
  - Budget will be posted on website with the meeting minutes
  - Motion to approve the budget-Heather Murphy Capps, Sonaal Luthra. All Approved
- Membership/Fundraising: Melissa Schwartz & Kristen Simko

- Membership - 351 parent members (59% of 600 parent member goal) and just 1 shy of our total last year parent membership of 352. We have 20 students and 102 teacher members, tracking slightly less than last year's membership
- Donations - We have \$47,605 in donations, or 84% of our budget. This number far exceeds our total donations for last year which totaled \$42,050
- Car Donations are the big-ticket items-if anyone knows anyone who would like to donate?
- Will push Amazon Smile and Harris Teeter in different ways
- Investigating donating old electronics
- QR Codes have made it easier for families to join
- Future possibly QR codes at sporting events for people to join?
- Appropriations/PDF- Ally Weingast & Heather Murphy Capps
  - Letters have been sent to teachers notifying them that they have PDF \$\$ to spend
  - Only 2 applications have been submitted
  - Process has changed this year since teachers are in the building, they will email forms and use the PDF file in the office
  - First meeting will be in October

#### Committee/Booster Reports:

- Safe Community Coalition-Kitty Gonzalez
  - Board members also include Heather Murphy Capps and Julie Hohl
  - Planning a hybrid year with a mix of in person and online events
  - First event is scheduled for September 21, 2021, 7pm webinar moderated by Dr. Melissa Sporn. The panel will discuss Back to School Anxiety and offer concrete ways you can help get the school year off to a great start. <http://mcleanscc.org/>
  - Continuing the school liaison connections program with school board member from Dranesville Elaine Tholen
  - Project Sticker Shock-building awareness around the laws around buying alcohol for minors
  - Launch to College Program is being planned
  - Revamping the 6<sup>th</sup> Grade Ethics Day
  - In development is a gender identity program-still in planning stages
  - Working with the McLean Citizens Association to create a joint town hall event with Dr. Brabrand
- FCCPTA-Mary Kunkemueller
  - No meetings yet
  - FCCPTA Ambassador Role exists to increase communication within each pyramid and among all of the PTA's and PTO's in the Fairfax County Public Schools
  - Still early in the year and sharing information at this point
- Advocacy-Bill Andrie
  - Thank you to Principal Greer for updating us on the latest Covid quarantining process and possible live streaming



- Boundary Policy Issue-3 nights of meetings with consulting company, informational sessions, discussing various factors, high level discussions
- A boundary survey was emailed to parents from FCPS
- Courtyard-Chrissie Lavin
  - Enhancing student's experiences outside
  - PTSA provided umbrellas and bases for the outdoor tables
  - Legacy Tree is helping raise funds for courtyards. When you donate a specific level you will get a Cooper, Silver or Gold Leaf on the tree. Benefactors will receive their names on a plaque also.
  - Goal is to finish the main courtyard by end of this year
- Directories-Denys King, Andrea Stygar, Kim Detwiler & Jack Che
  - Emails have gone out to verify your information
  - We will have printed directories this year
  - Follow up to see if the deadline is on the calendar
  - Will send directions and information to eNews through Clare
- Family Network
  - Freshman Orientation-Chrissie Lavin, Julie Hohl & Kirsten Thompson-everyone happy to be back in the building. Students liked going to their teachers for the first time. Lindsey Fisher had a table set up to help log into SIS
  - New Family Orientation and Network-Michelle Francis & Robyn Smith- Recommendation: next year separate new students from the freshman students. 2<sup>nd</sup> event is 9/24
  - Saxon Service Julie Hohl-Only program in FCPS that takes place during the school day. Happens once a month usually in the cafeteria. Hands on activities. Students get service credit. Will be reorganizing and reassessing due to Covid.
- Langley Cares-Robyn Smith
  - Power Packs (shelf-stable food in large bags) and school supplies given to Social Worker so she can support students in need of assistance
- PTSA 2021 Reflections Art Contest-Sara Koenig (Presented by Clare)
  - Asked teachers to tell classes about the contest
  - Hung posters with QR codes
  - Promoted in the eNews
  - Due date is October 6, 2021
  - Quick guides help students know how to enter
  - Looking for judges
- New Business-No new business
- Motion to adjourn the meeting-Sonaal Luthra
- Meeting adjourned at 11:02

- Submitted by: Jackie Grayer

Langley HS PTSA				
PROPOSED Budget 2021-2022				
To be Approved 9/15/2021 by Executive Board. To be Adopted 9/22/2021 by General Membershi				
<b>Description</b>	<b>18/19 Budget</b>	<b>19/20 Budget</b>	<b>20/21 Budget</b>	<b>PROPOSED 2021-2022 Budget</b>
<b>SOURCES/INCOME</b>				
Affiliate Fundraising	5,000	5,000	2,250	2,250
Donations	73,500	73,000	44,625	54,000
Membership Dues	20,000	15,625	13,125	15,000
SAT/ACT Practice Test				2,500
<b>TOTAL SOURCES</b>	<b>98,500</b>	<b>93,625</b>	<b>60,000</b>	<b>73,750</b>
<b>USES/EXPENSES</b>				
Programs	36,500	42,625	45,775	61,525
General & Admin	6,975	7,225	8,775	9,975
<b>TOTAL USES</b>	<b>43,475</b>	<b>49,850</b>	<b>54,550</b>	<b>71,500</b>
<b>Change in Cash Balance</b>	<b>55,025</b>	<b>43,775</b>	<b>5,450</b>	<b>2,250</b>
<b>EARMARKED FUNDS from Prior Years</b>	<b>Amount Earmarked Prior to 18/19</b>	<b>Amount Earmarked Prior to 19/20</b>	<b>Amount Earmarked Prior to 20/21</b>	<b>Amount Earmarked Prior to 21/22</b>
General Fund Appropriations Prior Years	17,750	18,180	14,000	
General Fund Appropriations FY 19/20	5,000	5,000	9,775	5,000
General Fund Appropriations FY 20/21	-	-	-	8,800
Courtyard Fund	-	66,630	28,156	4,284
Langley Cares - 2020/21 Donations				2,001
Class of 2020				9,034
Camps Fund	14,464	6,477	5,862	
ANGP Fund	5,970	5,000	-	
<b>Total Earmarked Funds</b>	<b>43,184</b>	<b>101,287</b>	<b>57,793</b>	<b>29,119</b>
Cash - Beginning of Period	51,650	131,175	123,570	111,074
Change in Cash Balance	55,025	43,775	5,450	2,250
Cash - End of Period	106,675	174,950	129,020	113,324
Earmarked Funds	(43,184)	(101,287)	(57,793)	(29,119)
<b>General Fund Available for Appropriations and Reserves</b>	<b>63,491</b>	<b>73,663</b>	<b>71,227</b>	<b>84,205</b>