

Langley High School PTSA
General Meeting Minutes
Wednesday November 17, 2021

Meeting called to order at 9:40am by President Clare Bradshaw

Motion to Approve September 22, 2021, General Meeting Minutes-Motion of Approval by Heather Murphy Capps and Chrissy Lavin. All Approved. 21 Present 11 online

President's Report: Clare Bradshaw

- LHS PTSA: The PTSA enriches the student and family experience at Langley in three essential ways: 1: by communicating information through our website, eNews, General Membership Meetings, and guest speakers; 2: by supporting by our teachers, staff, students and families with a variety of programs and activities; and 3: by purchasing classroom supplies, lab equipment, cutting-edge technology, and more. Your membership in the PTSA enables all of this to happen!
 - Visit <https://www.ptsalangley.org> to find out what is going on in the LHSPTS
 - Langley eNews Sign up to receive eNews in your inbox every Thursday! Have something newsworthy to share? Submit your LHS, FCPS or PTSA news and photos to eNews! Email your submission to enewslangley@gmail.com by noon on Tuesday. Have something newsworthy to share? Email your submission to enewslangley@gmail.com by noon on Tuesday.
 - A to Z Connect Directories: AtoZ Connect is now powered by Membership Toolkit to bring you the best directory experience available. As this is a NEW system for AtoZ, so please be aware that you will need to register as a NEW member. To access the new Langley PTSA AtoZ Connect site, you will visit: <https://ptsalangley.membershiptoolkit.com/>
 - Teacher and Staff Support: End of first marking period coffee & doughnuts, Fall Luncheon for teachers, staff & administrators; Recognition of teacher & staff appreciation weeks; Security Team & Principal Greer
 - LHS PTSA supports many programs including Saxon Service and Health Screenings
 - LHS Supports Student Programs including PTA Reflections Contest and Langley Cares
- LHS PTSA Bylaws
 - <https://www.ptsalangley.org/ptsa-board-documents>
 - PTSA bylaws are updated every 5 years
 - Last updated in 2017--due in 2022

- Harris Teeter “Together in Education”: Register your VIC card at www.ptsalangley.org/grocery Ask friends and family members to register
 - AmazonSmile: AmazonSmile will donate 0.5% of all eligible Amazon purchases to Langley HS. Purchases must be made at smile.amazon.com
 - CauseNetwork: Register at <https://ptsalangley.causenetwork.com/> Shop online at participating stores & travel sites; donate used electronics & vehicles; buy or rent college textbooks. For more information [visit www.langelyptsa.org/support-us](http://www.langelyptsa.org/support-us)
- Treasurer- Julie DeLong
 - Review of current Budget (See Attachment)
 - Sources=all the \$\$ coming in from donations and Membership and we are only \$1500 from our entire annual goal
 - Uses=all the \$\$ we spent the \$\$ on. As of today \$11,094, but we have some receipts still out waiting to be paid
 - The more donations we get in the more we can earmark for appropriations
 - Appropriations/PDF- Ally Weingast & Heather Murphy Capps
 - Appropriations: \$4,554: Scrim for Fine Arts (partial funding) iPads, Post-Its Posters, practice canvases for World Languages. Current events quiz program for Journalism and all interested departments. Set of books for instructional development (Ellen Hussain)
 - PDF: \$1,234.50 Choose Your Own Learning (Dr. Lindsey Fisher & Ellen Hussain) Language and Literacy training (Rebecca Anderson, French)

Committee Reports:

- Diversity, Equity & Inclusion: Heather Murphy Capps & Stefanie Stayin
 - Foster meaningful and constructive conversations about diversity, equity, and inclusion at LHS. Support LHS Statement of Acceptance. All voices welcome
 - November Event: 21st Century Words: Taking a Second Look. Check out our curated list of content exploring words that have outdated meanings
<https://www.ptsalangley.org/dei-committee> Thursday, November 18, at 7:00 p.m. (Virtual)
 - RSVP using form on PTSA website to receive a ZOOM link, sent the afternoon of the meeting
- Family Network, New Families: Robyn Smith & Michelle Francis
 - New Families: Upcoming Events: Nov 18: New Family Forum #2 9:30-11 am in the LHS Lecture Hall. Dec 3: Social Dinner 7 pm at The Italian Oven in McLean RSVP by Nov 24 to lhsnewfamilynetwork@gmail.com
 - Family Network, Saxon Service: Julie Hohl- Service Learning & Saxon Service
 - Our First In-Person Saxon Service Was Held November 4th
 - Saxon Service is in school service projects organized by LHS, during the Langley Links period

- The next Saxon Service is tentatively planned for December 9th
 - There are corresponding clubs focused on service (Service-Learning Club and Langley Charity Club), for students who want to become even more involved
 - Langley High School is committed to promoting service in our community
 - Saxon Service is generally held once a month
 - Students earn one hour of service learning at Saxon Service
 - All activities are in the LHS cafeteria (or courtyard)
 - 10 hours of service /year (40+ total) = service cord at graduation
 - All volunteer hours should be logged into x2Vol
 - Activities include -Making dog and cat toys for area shelters, folding origami cranes for people with cancer, making cards for hospitalized children or active-duty military, making blankets for area shelters, ironing pillowcases for Case for Smiles
- ANGP 2022 Fundraiser- Annette Bellino
 - Sponsor remembrance wreaths to be placed at Arlington National Cemetery on December 18th
 - Wreaths \$15/each
 - Volunteer on Wreaths Day
 - www.wreathscrossamerica.org/VA0894P
- Meeting Adjourned at 10:28
- Respectfully Submitted By: Jackie Grayer
- Guest Speakers: School Psychologist Anna Davis, School Social Worker Catherine Kennedy & Substance Abuse Prevention Specialist Kelly Rankin

Langley HS PTSA
2021-2022 Budget vs Actual Spend
As of November 14, 2021

GENERAL FUND

Sources

	Budget	Actuals	Difference
Affiliate Fundraising	2,250	119	(2,131)
Donations	54,000	57,765	3,765
Membership Dues	15,000	12,225	(2,775)
SAT/ACT Practice Test	2,500	2,150	(350)
Total Sources	73,750	72,259	(1,491)

Uses

Programs	(61,525)	(5,660)	55,865
General & Admin	(9,975)	(5,434)	4,541
Total Uses	(71,500)	(11,094)	60,406

General Fund Cash at Beginning of Period	81,955	81,955	
Change in Budgeted General Fund Items	2,250	61,166	
Savings from Appropriations Returned to General Fund		-	
Transfer from General Fund to Appropriations		(4,554)	

Total General Fund

84,205	138,567
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General Fund Available for Future Appropriations and Reserves

84,205	78,161
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EARMARKED FUNDS

	Beginning of Year	Current Balance	Amount Spent
Appropriations from General Fund	13,800	8,940	(9,414)
ANGP	-	-	-
Class of 2020	9,034	9,034	-
Courtyard Fund	4,284	6,145	-
Langley Cares - 2020-2021 Donations	2,001	2,001	-
Total Earmarked	29,119	26,120	(9,414)



LOCAL UNIT ORGANIZATIONAL STRUCTURE FORM

Date Approved by Membership: _____

ORGANIZATIONAL STRUCTURE			
Name of Local Unit	Langley High School Parent-Teacher-Student Assn		Tax Employee Identification Number 541358045
City/County & Zip Code	McLean, Fairfax, 22101		
Principal Name	Kimberly Greer	School District	Langley
Superintendent Name	Dr. Scott Brabrand	PTA District	Northern VA District
Fiscal Year	July 1 to June 30	PTA Council	Fairfax County Council
Insurance Carrier & Policy Number	R. V. Nuccio & Associates Insurance Brokers, Inc. XPKB0989917 - Master Policy Number	Annual Membership Dues includes \$1.50 to Virginia PTA includes \$1.25 to National PTA	\$ 25 per member
ELECTED OFFICERS			
Titles of Elected Officers	President Treasurer 1st VP Communication 2nd VP Membership 3rd VP Fund Raising 4th VP Appropriations	President-elect Secretary	Term Length (select) <input checked="" type="checkbox"/> 1 year <input type="checkbox"/> 2 years Consecutive Terms Allowed (select) <input checked="" type="checkbox"/> 2 terms <input type="checkbox"/> 3 terms <input type="checkbox"/> 4 terms
EXECUTIVE COMMITTEE			
Who serves on your Executive Committee	Elected Officers Principal	Number of Meetings per Year	4 Meetings
		Days Notice - Regular Meeting	2 Days
		Days Notice - Special Meeting	2 Days
EXECUTIVE BOARD			
Who serves on your Executive Board	Elected Officers Principal Standing Committee Chairs Term (select) <input type="checkbox"/> 1 year / <input checked="" type="checkbox"/> 2 years	Number of Meetings per Year	4 Meetings
		Days Notice - Regular Meeting	2 Days
		Days Notice - Special Meeting	2 Days
GENERAL MEMBERSHIP MEETINGS			
Meetings	Meetings per year Minimum of 3; 5-7 is standard	Days Notice - Regular Meeting	10 Days
Quorum	Quorum 10 members or 50% of membership (whichever less)	Days Notice - Special Meeting	2 Days
NOMINATIONS & ELECTIONS			
Month Nominating Committee Elected	2 months before election	Number of Members Elected to Nominating Committee	At least 3 and must be an ODD number
Month of Elected Officers	<input type="checkbox"/> April <input checked="" type="checkbox"/> May <input checked="" type="checkbox"/> June	Officer Transition	Last day of the school year or last day of the fiscal year.