

# L.C. Bird PTSO 2016 - 2017 Parent Handbook



**PTSO website:**  
[www.BirdPTSO.com](http://www.BirdPTSO.com)

2016-2017 PTSO Officers	
President	Mandy Hamner-Ford
Vice President	Tracey Means
Secretary	Amy Jackson
Treasurer	Sherry Harris
Principal	Dr. Laura Hebert
Teacher Reps	Billie Brown Sarah Davis

**PTSO e-mail:**  
[info@BirdPTSO.com](mailto:info@BirdPTSO.com)

## 2016-2017 Committee Chairpersons (Open positions as of 6/22/16 to be filled in the fall)

Committee Chairpersons	
Beautification	open
Bulletin Boards	open
Community Service/Enrichment	Tracey Means
Membership/Big Blue Days	Viola Middleton
Scholarships/Book Awards	Sherry Harris
Volunteer Coordinator	Stacy Makins
Webmaster	Stacy Makins
Ways and Means Coordinators	
Capital Fundraiser Campaign	open
Spiritwear (f'ball & b'ball games)	open
Spiritwear (in-school sales & inventory)	Sherry Harris
Eat Out Nights Coordinator	open
Store Cards	Rosemary Vieira
50/50 Raffles	open
School Programs & Supported Activities Coordinators	
Homecoming Dance Liaison	open
Junior Ring Ceremony	open
Core Values Reception (4 of them)	open - 10/19, 1/25, 3/29, 4/27
Student Academic Excellence Receptn	Melanie Doherty
Work Week at the U	Viola Middleton
Junior Marshals' Luncheon	Shelley Baker
Baccalaureate	Sherry Harris
SOL Testing / Tutoring Snacks	open

Hospitality Coordinators	
Welcome-Back Teachers' Lunch	open
Bus Driver Appreciation	Viola Middleton
Parent-Teacher Conference Lunch	open
Holiday Teachers' Luncheon	open
Principals' Appreciation Week	Viola Middleton
Staff Appreciation Week Breakfast	open
End-of-Year Teachers' Luncheon	open
Monthly Teacher Appreciation	Viola Middleton
PTSO Skyhawk of the Month	Carolyn Coleman

Other Parent Organization Liaisons	
Rocket Boosters Engineering Parents	Mandy Hamner-Ford
Chorus Boosters	open
Band Boosters	open
Orchestra Boosters	open
ESOL Representative	open

Student Representatives	
Seniors	Sydney Means
Juniors	Noah Ford
Sophomores	open
Freshmen	Stacy Ban

*Working Together To Make A Difference*

# From your PTSO President

Dear Parents:

Welcome to Lloyd C. Bird High School (LCB)! Whether your child is a Freshman, new to Bird, or a returning upper classman, LCB has tremendous offerings for you and your child! LCB offers our children many opportunities to succeed academically, and it offers many extracurricular activities, such as sports (football, basketball, cheerleading, golf, track, etc.), student organizations (Key Club, Spanish Club, the PTSO, Art Club, etc.), and, of course, for the musically inclined, there is the LCB Band, choir and theatre events! Your student's involvement in these activities will have a positive impact on their general well-being and academic achievement. Your encouragement for them to get involved in school activities is vital. While your child is successfully engaged in life as a student at LCB, you can stay informed and involved in the LCB community as a member of the L.C. Bird Parent Teacher Student Organization (LCB PTSO).

The LCB PTSO is one of the most active organizations in Chesterfield County and it shows! The PTSO participates and provides funding, volunteers and food donations for many school functions, such as the Junior Ring Ceremony Reception, the Academic Excellence Luncheon, the Core Values program, Baccalaureate, Graduation events and many others. We also promote school spirit through the sale of SpiritWear (sweatshirts, T-shirts, hats, blankets, magnets, etc.). Your small \$5 membership fee and participation helps us achieve annual goals which include funding LCB PTSO Scholarships. Our accomplishments for the 2015-2016 school year are included in this handbook. Without your involvement and that of our students and teachers, none of this would be possible.

We have a team of dedicated LCB PTSO Board members who have volunteered their time and talents to serve as leaders of the LCB PTSO, however, we need you to get involved and help continue to make these programs happen! We offer many ways to help you get involved. Take a couple of minutes to visit and bookmark [www.BirdPTSO.com](http://www.BirdPTSO.com) for updates on school happenings and volunteer opportunities. I also advise you to pay attention to *The Skyhawk News* newsletter emailed home monthly for updates on the good things happening and coming soon. Upcoming events are also sent through occasional telephone and email messages through *ParentLink*. The *PTSO Bulletin Boards* are located outside the main office and display up-to-date information about the LCB PTSO events. Information is also posted on *Edline* and sent home via mail and your student regarding PTSO related programs. Questions, comments or suggestions can be sent to the PTSO by email at [Info@BirdPTSO.com](mailto:Info@BirdPTSO.com), dropped off in the *PTSO Suggestions Box* in the main office, or you are most welcome to come meet the PTSO Board and other general members at our monthly PTSO meetings in the School Library.

This *Parent Handbook* contains the helpful names, numbers, rules, and regulations you need as an LCB parent, plus further information regarding the LCB PTSO. I urge you to get involved; there are so many different roles (organizing luncheons, donating needed items and/or funds, selling SpiritWear, serving on the Board) and all are both rewarding and greatly appreciated. Fill out the *Bird PTSO Volunteer Signup Form for 2016-2017 found in this handbook* and send it in to the main office to the attention of the PTSO or email it. We will contact you to let you know how you can help! Join me in making this a great year for our children because together, we can make a difference at Bird High School!

Mandy Hamner-Ford  
L.C. Bird PTSO President  
Email: [Info@BirdPTSO.com](mailto:Info@BirdPTSO.com)  
Cell: 804-869-6619

# L.C. Bird High School PTSO Accomplishments in 2015-2016



- Assimilated, printed and provided freshman parents with a *L.C. Bird Parent Handbook*
- Supported *Improved Parent & Student Communications* by maintaining PTSO Website, maintaining two PTSO Bulletin Boards, used ParentLink to relay info to parents, providing articles in the L.C. Bird Newsletter, Village News, sent out PTSO materials in School Summer Mailing and first day of school, provided PTSO materials at Back-to-School Night, presented PTSO info on Edline, maintained a *Suggestion Box* in the main office for parent and student feedback to PTSO
- Hosted a *Student Academic Excellence Reception* in the fall where students received their academic letters and pins
- Sponsored 4 *Core Values Breakfast Receptions* throughout the year for parents and students who were selected by their teachers
- Sponsored a Community Service Program by which students could work on PTSO sponsored programs and projects and earn community service hours.
- Supported *Homecoming* by providing chaperones, refreshments, help with cleanup for the dance, and selling tickets for dance during lunch blocks
- Co-hosted *Junior Ring Ceremony Reception* providing food and volunteers
- Hosted *Baccalaureate* - sent out invitations, covered costs, developed program and floor plan, obtained guest speakers, planned and executed event
- Awarded \$6,000 in *Scholarships* to six graduating seniors and presented 14 Seniors the *prestigious PTSO Book Award*.
- Recognized 103 students during Awards Assemblies with *Community Service Awards* for a total of 719 hours worked on PTSO sponsored and supported projects throughout the year
- Provided *Volunteers* to assist with Collating Summer School Mailing; Freshmen Orientation; Back To School Night; Fees Collection nights
- PTSO Board consisted of *representatives from other parent booster organizations* including Rocket Boosters parents to help increase communications and collaboration
- PTSO Board included 4 student members representing *the sophomore, junior, and senior classes*
- Provided snacks and drinks for students during SOL prep and testing
- Sponsored a *Skyhawk of the Month program*, highlighting teachers and staff who have supported the school and students in a special way; awarded engraved paper weight, certificate and recognition. Posted on bulletin board, website, school newsletter and made announcements.
- Conducted a year-long recycle bin program with Goodwill; Goodwill made monthly donation to PTSO for efforts
- Purchased 5 spinning bikes for the library
- Supported student project - *Change the World Program*
- Gave 3 retiring teachers and staff members a retirement gift as thanks for their many years of service
- Provided Skyhawk Spirit Wear for sale for reasonable prices during sporting events and lunch blocks
- Provided lunches for 100 students for the 2-Day *Work Week at the "U"* program.
- Initiated a creative way to fundraise to avoid selling items during the year to parents – our Capital Fundraising Campaign
- Held several *Eat Out Nights* sponsored by local restaurants to make money to support PTSO programs for students
- Hosted *Faculty and Staff Appreciation Functions*:
  - Welcome Back Teacher's Luncheon
  - Chili lunch for Teachers during Parent Teacher Conference Day
  - Treats to Bus Drivers for National School Bus Safety Week
  - Lunch for Principals during Principal's Appreciation Week
  - Monthly Treats for Faculty
  - End-of-year Teacher's lunch during exams
  - Holiday Teacher's Luncheon
  - Teacher Appreciation Week "Grab-n-Go Breakfast"
- Continued *Business Partners Discount Program* for PTSO Members
- Hosted the Junior Marshal's luncheon on graduation practice day
- Hosted Spring Festival with community involvement; first responders, vendors, crafters, concessions, games, mascots, & more.
- Recognized as 2<sup>nd</sup> place winner in Goodwill Recycle Bin collections contest

**THANK YOU** to everyone who worked with the PTSO this year to make so many successful things happen at Bird High School. Without your support, these programs would not be possible!



# LC Bird PTSO Capital Fundraiser Campaign



The LC Bird High School PTSO is launching our second annual *Capital Fundraiser Campaign* to raise funds without selling anything! Please read the details below and help us to raise funds to support our children and their school. We need your support in order for this to be a success!

### **Here how it will work:**

The Bird PTSO is asking our families at Bird High School who can, to make a donation of \$20 to the PTSO. **100% of the money raised** will remain in the school and be used to support your children thru PTSO sponsored programs! The PTSO in turn will not have to run our standard time-consuming and resource-consuming fundraisers throughout the year, selling pizzas, pasta, flowers, flags, donuts, candles, plants, etc. nor will we have to have car washes, raffles, and work to find other fundraisers that require a lot of work, commitment of the PTSO (to pre-purchase items and pray that we can sell them to you!), and harass parents to buy products that you may or may not want! And we will not have to spend our hard earned money on overhead costs like printing, shipping, handling, and other miscellaneous costs!

### **Here's what you have to do:**

When you get the *PTSO Capital Fundraising Campaign envelope* in the summer mailing or during the opening of school in the fall, complete the envelope and return it to the PTSO with your \$20. If we reach our **GOAL of \$4,000**, the PTSO will not have to bother you during the year with fundraisers! **We can concentrate on providing programs for our students and the school thru your funding and manpower to execute these programs.**

We do ask that you also **Join the PTSO** organization by completing a membership envelope and enclosing \$5 per parent and student. This shows us that you are with us in supporting your student and it helps us provide programs like the *Core Values Receptions, Student Academic Excellence Reception*, and other programs requested by the school administration for our students. We also ask that you complete a **Volunteer Form** indicating if you might can help us provide manpower to support programs for our students.

### **Let's Get Started Today!**

We feel that this is certainly doable!! We have almost 1,800 students at Bird High School. And with your financial support, the PTSO can provide programs and help sponsor events that otherwise our children would not have! **The deadline for our Capital Campaign is November 1<sup>st</sup>!** If we have not met our goal of \$4,000 by then, we will have to initiate our standard fundraisers. So **PLEASE**, help us by making this donation to the Bird PTSO. Make out your check to the **Bird PTSO** today! Donations to the Bird PTSO are tax deductible!





## L.C. BIRD HIGH SCHOOL PT SO MEMBERSHIP

The Parent, Teacher, Student Organization of Bird High School is a strong coalition working for the good of our students. Membership in this organization is an effortless way to become involved in your child's high school experience. It requires nothing but a small fee, but offers so much to your student.

### The PT SO meets many needs, including;

- Providing volunteers
- Assisting with Homecoming Dance through ticket sales, refreshments, coat check
- Supporting the Junior Ring Ceremony by providing refreshments, volunteers
- Supporting Work Week at the "U"
- Assisting with Prom by selling tickets and providing support
- Supporting the Core Values Recognition Programs
- Hosting the Student Academic Excellence Reception
- Providing Community Service Program to all students
- Sponsoring Baccalaureate
- Awarding scholarships
- Supporting students during SOL testing and tutoring
- Providing a Parent Handbook to every freshmen parent
- Supporting school/home communication with a website
- Sells high quality Skyhawk Spiritwear at an affordable price to support school spirit
- Hosting faculty appreciation events
- Funding and implementing beautification projects around school

Your PT SO membership allows us to continue of these vital projects and your active participation allows us to do even more. Dues for 2016-2017 are only \$5.00 per person, and the entire amount stays at L.C. Bird!

**We encourage every parent, teacher, relative, friend of Bird HS, and student to join.** Student PT SO membership provides additional benefits from the PT SO including participation in BIG BLUE DAY where student PT SO members are given free snacks and drinks once a month during lunch blocks, seniors are eligible for PT SO scholarships awarded annually, and PT SO membership and involvement is impressive on a resume or college application.

All members of the L.C. Bird PT SO enjoy our **Business Partners Discount Program**. Some of our finest local businesses offer discounts every time you present your PT SO membership card. You can quickly recoup the \$5.00 membership fee by frequenting these businesses. An updated list of our Business Partners is found in this handbook and on the web at [www.birdPTSO.com](http://www.birdPTSO.com), and will be published each month in the school newsletter.

**Please make PT SO membership a priority this year.** We appreciate your support and look forward to working together with you to make a difference for your child. You may complete the form below, along with the Volunteer Sign-up Form (included in this handbook), and place it in the PT SO mailbox in the office. We look forward to another great year at Bird High School!

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### L.C. Bird High School PT SO

Member's Name: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Number of Memberships (\$5.00 per member): \_\_\_\_\_ Amount Enclosed: \$ \_\_\_\_\_

*Make checks payable to L.C. Bird PT SO*



## L.C. Bird High School PTSO Calendar for 2016 - 2017



<u>Month</u>	<u>Date(s)</u>	<u>Day(s) of Week</u>	<u>Time</u>	<u>Description</u>
<b>S E P T E M B E R</b>	2	Friday	7:00 - 11 am	<b>Freshmen/New Student Orientation</b> -setup,work PTSO tables,sell spiritwear
	2	Friday	7:00 - 11 am	<b>PTSO Capital Fundraising Drive-Kickoff</b> during Freshmen Orient. - goal \$4K
	2	Friday	11am-12:30pm	<b>Assist with Fees Collection</b> in library after orientation(need 8+ parents/vols)
	2	Friday	--	<b>Denim Drive Kickoff</b> with Goodwill
	6	Tuesday	--	<b>Students first day back</b> to school
	7-9	Wed.-Friday	8:20 - 8:50 am	<b>Assist with Fees Collections</b> in library (4 parents needed)
	8-9	Thurs - Friday	lunch blocks	<b>Sell Spiritwear</b> during lunch blocks in large commons (away football game)
	12	Monday	6:30 - 8:30 PM	<b>PTSO Board meeting</b> in SC3 (door 19) - all welcome
	15	Thursday	5 pm - 7 pm	<b>Assist w/Fees Collection</b> in library before Back to School Night(need 8+ parents)
	15	Thursday	6 - 9 pm	<b>Back to School Night</b> :sell Spiritwear;Membership Dr;Capital Fundraising Dr;approve budget
	15-16	Thurs-Fri	lunch blocks	<b>Sell Spiritwear</b> during lunch blocks
	16	Friday	6:30 pm til over	<b>Work spiritwear booth</b> @ home football game with Manchester
	<b>O C T O B E R</b>	20	Tuesday	4 pm
22-23		Thurs-Fri	lunch blocks	<b>Sell Spiritwear</b> during lunch blocks (away football game)
29		Thursday	lunch blocks	<b>Sell Spiritwear</b> during lunch blocks in large commons (Friday is half day)
30		Friday	6:30 pm til over	<b>Work spiritwear booth</b> @ home football game with Monacan
3		Monday	6:30 - 8:30 PM	<b>PTSO Board meeting</b> in SC3 (door 19) - all welcome
6-7		Thurs-Fri	lunch blocks	<b>Sell Spiritwear</b> during lunch blocks ( <b>no football game this week</b> )
7		Friday	lunch blocks	<b>Host Student Academic Excellence Reception</b> in Library
12		Wednesday	7:00 PM	<b>Junior Ring Ceremony</b> - decorate, provide refreshments and volunteers
13-14		Thurs-Fri	lunch blocks	<b>Sell Spiritwear</b> during lunch blocks
14		Friday	6:30 pm til over	<b>Work spiritwear booth</b> @ home football game with Cosby; Senior night
17		Monday	1:15 PM	<b>National School Bus Safety Week</b> - special treats to bus drivers (Oct. 17-21)
17-21		Monday-Friday	lunch blocks	<b>Sell Homecoming Dance Tickets</b> during student lunch blocks in large commons
<b>N O V E M B E R</b>		19	Wednesday	7:30 AM
	20	Thursday	4 pm	<b>Newsletter Deadline</b> (October issue)
	20-21	Thurs-Fri	lunch blocks	<b>Sell Spiritwear</b> during lunch blocks
	21	Friday	--	Final day of <b>Denim Drive</b> with Goodwill
	21	Friday	6:30 pm til over	<b>Work spiritwear booth</b> @ home football game w/ <b>Geo. Wythe-Homecoming</b>
	22	Saturday	8:00 PM	<b>Homecoming Dance</b> - provide workers for coat check, refreshments and workers
	27-28	Thurs-Fri	lunch blocks	<b>Sell Spiritwear during</b> lunch blocks (football game away)
	1	Tuesday	--	<b>End of PTSO Capital Fundraising Drive</b> - goal of \$4,000 to support students
	3	Thursday	lunch blocks	<b>Sell Spiritwear</b> during lunch blocks in LC (Friday is half day; football game away)
	7	Monday	all day	Parent/Teacher Conference Day; <b>PTSO hosts chili lunch for teachers</b>
	14	Monday	6:30 - 8:30 PM	<b>PTSO Board meeting</b> in SC3 (door 19) - all welcome
	21	Monday	4 pm	<b>Newsletter Deadline</b> (November issue)
	23-25	Wed-Fri	--	<b>Thanksgiving Holiday</b>
<b>D E C</b>	5	Monday	6:30 - 8:30 PM	<b>PTSO Board meeting</b> in SC3 (door 19) - all welcome
	13	Tuesday	4 pm	<b>Newsletter Deadline</b> (December issue)
	14	Wednesday	11:45 AM	<b>PTSO hosts Holiday Luncheon for Teachers</b> during exams
	20	Tuesday	5-8 pm	<b>Eat Out Night Fundraiser TBA</b>

**Note:** All dates are subject to change based on school schedule and per administration request. Check PTSO website for monthly dates of interest at [www.BirdPTSO.com](http://www.BirdPTSO.com)

L.C. Bird High School PTSO Calendar for 2016 - 2017



<b>Month</b>	<b>Date(s)</b>	<b>Day(s) of Week</b>	<b>Time</b>	<b>Description</b>
<b>JANUARY</b>	2	Monday	6:30 - 8:30 PM	<b>PTSO Board meeting</b> in SC3 (door 19) - all welcome
	17-20	Tues.-Friday	--	<b>Bird Principals Appreciation Week</b>
	17	Tuesday	12:30 PM	<b>Principals Appreciation Luncheon/Event</b> - Sander's Gallery
	20	Friday	4 pm	<b>Newsletter Deadline</b> (January issue)
	25	Wednesday	7:30 AM	<b>Core Values Reception - HONESTY-</b> SC25
	25-26	Wed. - Thurs.	lunch blocks	<b>sell spiritwear/membership drive during Electives Fair</b> in Lge Commons
<b>FEBRUARY</b>	6	Monday	6:30 - 8:30 PM	<b>PTSO Board meeting</b> in SC3 (door 19) - all welcome
	15	Wednesday	5-8 pm	<b>Eat Out Night Fundraiser TBA</b>
	21	Tuesday	4 pm	<b>Newsletter Deadline</b> (February issue)
	22	Wednesday	--	<b>Cafeteria Staff Appreciation Day</b>
<b>MARCH</b>	6	Monday	6:30 - 8:30 PM	<b>PTSO Board meeting</b> in SC3 (door 19) - all welcome
	16	Thursday	5-8 pm	<b>Eat Out Night Fundraiser TBA</b>
	20	Monday	4 pm	<b>Newsletter Deadline</b> (March issue)
	22	Wednesday	afternoon	<b>fix lunches</b> for Work Week at the "U"
	23-24	Thursday-Friday	all day	<b>Work Week at the "U"</b> to Middle Schools-PTSO provides bag lunches
	29	Thursday	7:30 AM	<b>Core Values Reception - RESPONSIBILITY-</b> SC25
<b>APRIL</b>	3	Monday	6:30 - 8:30 PM	<b>PTSO Board meeting</b> in SC3; elect nominations committee
	10-14	Mon - Fri	--	<b>Spring Break</b>
	17-21	Monday-Friday	lunch blocks	<b>Sell Prom Tickets</b> for junior class - large commons
	20	Thursday	4:00 PM	<b>Newsletter Deadline</b> (April issue)
	24-28	Monday-Friday	--	<b>Administrative Assistants Appreciation Week</b>
	25	Tuesday	5-8 pm	<b>Eat Out Night Fundraiser TBA</b>
	26	Wednesday	--	<b>Administrative Assistants Appreciation Day</b>
	27	Thursday	7:30 AM	<b>Core Values Reception - ACCOUNTABILITY -</b> SC25
<b>MAY</b>	1	Monday	6:30 - 8:30 PM	<b>PTSO Board meeting</b> in SC3(door 19); present nominated slate of officers for next yr
	1-5	Monday	--	<b>Staff Appreciation Week</b>
	3	Wednesday	6:45 am-8:30am	<b>PTSO hosts Staff "Grab-n-Go Breakfast"</b> in Sander's Gallery
	19	Friday	4 pm	<b>Newsletter Deadline</b> (May issue)
	26	Friday	during the day	Mail out <b>Baccalaureate invitations</b>
	31	Wednesday	8:30 AM	Junior Awards Assembly - <b>Present PTSO Awards</b>
	31	Wednesday	6:30 PM	Sophomore & Freshmen Awards Assembly - <b>Present PTSO Awards</b>
<b>JUNE</b>	1	Thursday	8:00 AM	Senior Awards Assembly - <b>Present PTSO Awards &amp; Scholarships</b>
	5	Monday	6:30 - 8:30 PM	<b>PTSO Board meeting</b> in SC3(door 19); elect officers for next year
	11	Sunday	2:00 PM	<b>Baccalaureate hosted by PTSO @ Iron Bridge Baptist Church</b>
	12?	Monday?	TBA	<b>Graduation -</b> Siegel Center
	15	Thursday	9 am - 1pm	<b>PTSO Hosts yearend teacher luncheon</b> sponsored by Admin
	17	Saturday	--	<b>Last Day of School</b>
	20	Tuesday	4 pm	<b>Newsletter Deadline</b> (June issue)

**Note:** All dates are subject to change based on school schedule and per administration request. Check PTSO website for monthly dates of interest at [www.BirdPTSO.com](http://www.BirdPTSO.com)

**L.C. Bird High School PTSO  
2016 - 2017 Proposed Budget  
June 22, 2016**

	<u>2016-2017 Budget Details</u>	<u>2016-2017 BUDGET</u>	<u>BUDGET COMMENTS</u>
<b><u>INCOME</u></b>			
Carry over from last year		\$7,595	
Membership Dues Accrual from last year		\$185	from Eng Orientation last year
Membership Dues for Next year (carryover)		\$300	from Eng Orientation this year
Membership Dues		\$2,250	450 budgeted
Miscellaneous Donations		\$10	
<b>Fundraising</b>		<b>\$14,000</b>	
PTSO Capital Fundraiser Campaign	\$4,000		all profit, parent donations
Denim Drive	\$500		Goodwill competition
Spiritwear - Cash and Checks	\$6,000		
Spiritwear - Credit Card Charges	\$3,500		
<b>No-Cost Fundraisers</b>		<b>\$3,945</b>	all profit - no expenses
Recycle Bin	\$600		Goodwill - \$50 a month
Store Cards (Target, Food Lion, etc.)	\$1,500		
50/50 Raffles	\$325		only 4 home football games this year
Working Special Events	\$10		
Eat Out Nights	\$1,500		
Other misc income	\$10		
Return Check Recovery, Bank Refunds, etc.		\$10	
Cash Advance Return		\$10	
Other Income		\$10	
<b>TOTAL INCOME</b>		<b>\$28,315</b>	
<b><u>EXPENSES</u></b>			
<b>Fundraising Expenses</b>		<b>\$6,000</b>	pay for items sold & operating expenses
Spiritwear - product purchases	\$5,500		
Spiritwear - credit card fees	\$150		
Other Fundraising expenses	\$100		
PTSO Capital Fundraising Drive Exp	\$250		envelopes, flyers, banners, postcards
<b>School Programs &amp; Supported Activities</b>		<b>\$5,015</b>	
Handbooks	\$450		to Freshmen and new parents (500)
PTSO Concessions Booth	\$1,225		final payment on loan for new building
Homecoming	\$250		
Ring Ceremony	\$200		
Student Academic Reception	\$250		
Core Values Reception (qtrly)	\$240		\$60 per reception
Junior Marshal luncheon	\$200		
Baccalaureate	\$300		
Work week at the "U"	\$300		
Snacks during SOL testing	\$300		for approx 1,400 students; water, granola, mints
Food for advisory/planning meetings	\$300		food for collating and other work sessions
Other programs	\$1,000		

Note: Budgeted funds not spent as indicated before May 31, 2017 may be allocated to Scholarships as approved by the PTSO Board.



**L.C. Bird High School PTSO  
2016 - 2017 Proposed Budget  
June 22, 2016**

<u>EXPENSES</u>	<u>2015-2016 Budget Details</u>	<u>2015-2016 BUDGET</u>	<u>BUDGET COMMENTS</u>
<b>End-of-Year Student Recognitions</b>		<b>\$5,450</b>	
Scholarships	\$5,000		scholarships
Book Awards	\$400		book awards - gift cards
Enrichment / Community Service	\$50		certificates, pins, etc.
<b>Hospitality</b>		<b>\$2,450</b>	
Welcome Back Teachers -Fall	\$400		funded & donations
Parent Teacher Conferences	\$50		chili luncheon - donations
Holiday Luncheon	\$300		funded & donations
Yearend Teachers Luncheon	\$300		funded & donations
Bus Driver Appreciation	\$100		
Principal Appreciation Week	\$100		
Staff Appreciation Week	\$200		funded & donations
Administrative Staff Appreciation	\$200		
Cafeteria Staff Appreciation	\$100		
Monthly Appreciation	\$300		6 months for ~230 teachers and staff
PTSO Skyhawk of the Month	\$200		paper weights and certificates
Other hospitality expenses	\$200		meet the principal reception, Summer Parent meeting
<b>Incorporation Annual Fee</b>		\$25	
<b>Correspondence</b>		\$25	
<b>Beautification</b>		\$500	
<b>Volunteer Signup Software Fee</b>		\$100	
<b>Membership Expenses</b>		\$400	envelopes, cards, stamps, business partners, Big Blue Day
<b>Retirement Gifts for Teachers</b>		\$200	
<b>Paper Products</b>		\$350	
<b>Office supplies</b>		\$75	
<b>Postage</b> (not Baccalaureate, membership)		\$100	
<b>Insurance</b>		\$400	
<b>Website Expenses</b>		\$150	
<b>Auditor Thank you gift</b>		\$50	
<b>Bank Service Charges, Bad checks recovery</b>		\$10	
<b>Cash advance</b>		\$10	
<b>Carryover for next year</b>		\$5,705	
<b>Carryover Memberships for 2017-2018</b>		\$300	from Eng Orientation for next year
<b>Other miscellaneous expenses</b>		\$1,000	
<b>TOTAL EXPENSES</b>		<b>\$28,315</b>	
<b>BALANCE (Total Income - Total Expenses)</b>		<b>\$0</b>	

Note: Budgeted funds not spent as indicated before May 31, 2017 may be allocated to Scholarships as approved by the PTSO Board.

# **Lloyd C. Bird School-wide Initiatives**

## **Work Week @ the U – On the Road**

Work Week @ the U is a feeder pattern initiative designed to encourage elementary and middle school students to take the Standards of Learning (SOL) tests seriously and to do their best work. In addition, the high school students are similarly encouraged as only students who have passed the SOL tests are allowed to participate in the “On the Road” portion of the initiative. State recognized athletes in all sports are given the opportunity to speak to the elementary and middle school students about how to study and prepare for the SOL tests. Other groups, including the Pep Band, Fall and Winter Cheerleading, and Boys and Girls Basketball perform for the students while inviting the underclassmen to participate through free throw shooting contests. The PTSO supports this initiative by providing lunches for the 80+ students who travel to Bellwood Elementary, Salem Elementary, Ecoff Elementary, Gates Elementary, Falling Creek Middle, Carver Middle, and Salem Middle Schools. Work Week @ the U is also a school effort to encourage our own students to do well on the SOL. Students are given bracelets with “Work Week @ the U” printed on them to remind them of the hard work necessary to be successful. Inside the bracelet are motivational statements intended to help students visualize being successful.

## **Who Do You Stand For?**

Who Do You Stand For (WDYSF)? is a mentoring program (plus much more) for seniors identified as at-risk for graduation. At the initial Project Graduation meeting in September, a “data dashboard” is created to identify potential obstacles that individual students face as they relate to graduation such as lack of verified credits, failing a “gatekeeper” course such as English, excessive absences, and anecdotal information such as incarcerated parent, pregnancy, or a death in the family. Once the students are identified, faculty members volunteer to mentor them throughout the year. These relationships become very involved with some faculty members helping students navigate conflicts with teachers, waking them up in the morning via text messages, etc. In 2011, 43 seniors were assigned mentors. The overall success rate for the first year was 84%, with a total of 36 seniors graduating. In 2014, 35 of 42 at-risk seniors graduated (82% success rate). While then numbers for 2015 are not final, we expect the same success due to the dedication and commitment of our teachers and the PTSO who has generously funded several aspects of the program. The Chamber of Commerce chose this program for their first-ever CHAMPS grant which allowed the students to experience three separate job-coaching sessions and mock interviews with potential employers in the community. The Chamber of Commerce has now expanded their support to include monthly breakfasts and workshops.

## **Restorative Justice**

Rachel’s Challenge is a program designed to help students learn to build a chain reaction of kindness and compassion rather than engaging in negative and hurtful behaviors such as bullying. Based on the writings of Rachel, the first student killed in the Columbine school shootings, students are led through the five challenges: 1) look for the best in others; 2) dream big; 3) choose positive influences; 4) speak with kindness, and 5) start your own chain reaction. Our students have participated in these assemblies, and as a school we have built upon these ideas by introducing Restorative Justice to the discipline process. With disproportionate discipline always a concern, we are attempting to change behavior, versus just punishing and moving on. Therefore, teachers in their classrooms and administrators during discipline meetings, guide students through difficult conversations addressing who has been affected by student actions and how can the students make things right with those affected. The training comes with a significant cost, and the PTSO has generously helped us defray some of these costs in the past.

## **Mentoring and Power-up Mondays**

We are committed to working with our faith-based partners, specifically Cornerstone Assembly of God and Ironbridge Baptist Church, to build a relationship that will benefit our students. To that end, we are creating a mentoring and motivational program for all our students, not just those considered at risk. Through one-on-one mentoring with adults in the community and motivational programs throughout the year, we hope to build the capacity within our young people to be leaders of character and promise.

## **L. C. BIRD HIGH SCHOOL PTO BUSINESS PARTNERS 2016-2017**

### **ALICIA'S SALON & DAY SPA**

6421 Centralia Road  
Chesterfield VA 23832  
768-1031

**15% off any service**

### **ANTONIO'S RESTAURANT**

11956 Ironbridge Plaza  
Chester VA 23831  
768-4255

**10% off member's meal**

**(eat in, not valid on alcohol)**

### **APPLEBEE'S RESTAURANT**

2611 West Hundred Road  
Chester VA 23831

**10% off**

**(not valid on alcohol)**

### **APPLEBEE'S RESTAURANT**

11900 Ironbridge Plaza  
Chesterfield VA 23831

**10% off**

**(not valid on alcohol)**

### **EXPRESS AUTO CENTER, INC.**

9720 Jeff Davis Highway  
North Chesterfield VA 23237  
743-7473

**\$5 off any service at our full service facility**

### **FISCAL FITNESS TAX & FINANCIAL SERVICES**

1707 Chamberlayne Pkwy  
Richmond VA 23222

321-5766

www.fiscalfitnesstax.com

email: dlaffs@netzero.net

**\$30 off new client tax prep services. Free 30 minute initial consultation for financial & business services.**

### **FLAGSTAFF CAR WASH & QUICK LUBE**

11031 Ironbridge Road  
Chester VA 23831

768-0090

**\$2 off Automatic Car Wash**

**\$5 off Full Service Quick Lube**

### **HAIR 4 ALL**

11336 Ironbridge Plaza  
Chester VA 23831

748-7770

**10% off all activities**

### **LEDO PIZZA**

7052 Commons Plaza  
Chesterfield VA 23832  
425-1003

**10% off entire purchase @ this location only**

**(not valid on alcohol)**

### **ROSA'S ITALIAN RISTORANTE AND PIZZERIA**

12902 Old Stage Road  
Chester VA 23836

748-9451

**10% off member's meal**

**(not valid on specials & gift certificates)**

### **SUBWAY**

Bermuda Square Shopping Ctr  
748-3266

**\$.50 off 6" sub, \$1.00 off 12" sub**

**(Limit 1 discount per member per visit)**

### **SUBWAY**

Chesterfield Meadows  
748-9493

**\$.50 off 6" sub, \$1.00 off 12" sub**

**(Limit 1 discount per member per visit)**

### **WILSON'S GRAPHICS**

4405 Old Hundred Road  
Chester VA 23831

748-0646

**10% off incoming order**

**(Limit \$100 discount per order)**

**See us for your graduation invitation needs!**

Working Together

L.C. Bird High School  
Parent Teacher Student Organization (PTSO)

To Make A Difference!

One of the best ways to help ensure your child's success in school is to **be involved** in school programs and activities. One of the easiest ways to show your support is to participate in the PTSO. Parents possess a vast wealth of talents, abilities and energies, and **we need your help!** You can take a lead or support role, come up with new ideas, or help us with what you are comfortable with. Volunteer for activities that you enjoy and that fit your time and schedule. Just give a couple hours of your time or send food / supplies for the various events. **Two things that you can do to support your child, school, and PTSO are:**

1. **Join the L.C. Bird PTSO.** Every parent, guardian and student is urged to join. The cost is \$5.00 each. Please make your check payable to the *Bird PTSO* and place it in a PTSO membership envelope, or pickup an envelope in the main office. Please turn it in to the office, or have your child turn it in to his/her first period teacher.
2. **Complete the "Volunteer Signup" form** below and return it to the school (drop it off in the school office or mail it in). Our volunteer coordinator will contact you **by e-mail** for the items for which you have volunteered for or for general help.

If you have any questions about the PTSO, please send an e-mail to [Info@BirdPTSO.com](mailto:Info@BirdPTSO.com) or call me at [804-301-2437](tel:804-301-2437). Watch for updates from the PTSO in the monthly **school newsletter** or **visit** our website at [www.BirdPTSO.com](http://www.BirdPTSO.com).

Thank you for your support. I look forward to working with you and having a great year at L.C. Bird High School!

Sincerely, Mandy Hamner-Ford, PTSO President

**BIRD PTSO VOLUNTEER SIGNUP FORM 2016-2017**

Your Name \_\_\_\_\_ Student's Name \_\_\_\_\_ Grade \_\_\_\_\_

Day Phone # \_\_\_\_\_ Evening # \_\_\_\_\_ Cell # \_\_\_\_\_ E-mail \_\_\_\_\_  
(Please print legibly)

Please **CHECK** all areas you would like to help:

**Core Values Breakfast - 4 events** -10/19/16; 1/25/17; 3/29/17; 4/27/17; from 7:00 am to 9 am - \_\_\_donate food \_\_\_work

**PTSO Spirit Wear Sales at Home Football Games:** Friday nights from 6:30pm to 9:30pm. 9/16, 9/30, 10/14, 10/21

**PTSO Spirit Wear Sales:** Thurs & Fri Lunch blocks from 10am-12:15pm. Large Commons. **During football season**

**Help sell PTSO 50/50 Raffle tickets at Home Football Games** - 6 pm thru 3<sup>rd</sup> quarter. 9/16, 9/30, 10/14, 10/21

**Junior Ring Ceremony:** \_\_\_ Donate Food/Drinks \_\_\_Setup 5:30pm \_\_\_Serve 7pm \_\_\_Cleanup 8:30pm  
Wednesday, 10/12/16 - Large Commons

**Homecoming Dance:** \_\_\_Sell tickets (Oct 17-21) @ lunch blocks \_\_\_Coat Check \_\_\_Donate Food/Drinks \_\_\_Serve food  
Saturday, 10/22/16 - 7 pm until midnight - large and small commons

**Student Academic Excellence Reception:** Friday, 10/7/16. \_\_\_Setup \_\_\_Serve \_\_\_ Donate food/baked goods

**PTSO Spirit Wear Sales:** 6pm until end of game. **Home basketball games.** Large commons - December to February.

**Donate Baked Goods/other foods:** Functions for teachers-Staff Appreciation, Christmas Luncheon, Breakfast, End-of-year

**Setup, Serve, Cleanup:** Functions for teachers - Staff Appreciation, Christmas Luncheon, Breakfast, End-of-year

**Donate Goodie Bag Items:** Office supplies, travel size items, etc. For teachers and staff - given by PTSO once a month

**Assist with Principal's Appreciation Luncheon** - 1/17/17- 11:30 - 1:30 pm - \_\_\_donate food \_\_\_ setup, serve, cleanup

**Assist with Work Week at the "U"** - 3/22-24 - prepare bag lunches for participants - \_\_\_donate food items \_\_\_ work

**Call me anytime:** If I am available, I will help with whatever you need!

**Willing to donate services or products** - business, restaurant, food donations, etc. (specify) \_\_\_\_\_



L.C. BIRD PTSO SPIRITWEAR ORDER FORM - 2016-2017



**PAYMENT MUST ACCOMPANY ORDER**



Please make checks payable to LCB PTSO, seal in envelope, & turn into School Office.

NAME: \_\_\_\_\_ DELIVERY:  Give to my child at School  Call me! It's a surpris

EMAIL: \_\_\_\_\_ PHONE #: \_\_\_\_\_

STUDENTS NAME: \_\_\_\_\_ STUDENT'S GRADE: \_\_\_\_\_

ITEM DESCRIPTION	COLOR/TYPE	SIZE	PRICE	QUANTITY	TOTAL
<b>Hoodies:</b>					
<b>Skyhawk Screenprint</b>	Gray, Navy, Lt. Blue, Black	S M L XL 2X 3X 4X 5X	\$30 S-XL 2X - 5X*		
<b>Embroidered</b>	Gray, Navy, Lt. Blue, Black	S M L XL 2X 3X 4X 5X	\$30 S-XL 2X - 5X*		
<b>Zebra Print</b>	Black, Pink, Purple, Navy	S M L XL 2X 3X 4X 5X	\$30 S-XL 2X - 5X*		
<b>Polka Dot Print</b>	Black, Pink, Purple, Navy	S M L XL 2X 3X 4X 5X	\$30 S-XL 2X - 5X*		
<b>Zip-Up-Embroidered</b>	Navy, Black	S M L XL 2X 3X 4X 5X	\$35 S-XL 2X - 5X*		
<b>T-Shirts - Short Sleeves:</b>					
<b>Skyhawk Screenprint</b>	Black, Navy, Gray, Lt. Blue, White	S M L XL 2X 3X 4X 5X	\$15 S-XL 2X - 5X*		
<b>Zebra Print</b>	Black, Pink, Purple, Green	S M L XL 2X 3X 4X 5X	\$15 S-XL 2X - 5X*		
<b>Polka Dot Print</b>	Black, Pink, Purple, Green	S M L XL 2X 3X 4X 5X	\$15 S-XL 2X - 5X*		
<b>Skyhawk Loud/Proud or Skyhawk Nation</b>	L/Proud/Navy S/Nation/Navy	S M L XL 2X 3X 4X 5X	\$15 S-XL 2X - 5X*		
<b>T-Shirts - Long Sleeves:</b>					
<b>Skyhawk Screenprint</b>	Black, Navy, Gray, Lt. Blue, White	S M L XL 2X 3X 4X 5X	\$20 S-XL 2X - 5X*		
<b>Zebra Print</b>	Black, Pink, Purple, Green	S M L XL 2X 3X 4X 5X	\$20 S-XL 2X - 5X*		
<b>Polka Dot Print</b>	Black, Pink, Purple, Green	S M L XL 2X 3X 4X 5X	\$20 S-XL 2X - 5X*		
<b>Polo Shirts</b> circle one: Men's	Navy, Light Blue, White, Black	S M L XL 2X 3X 4X 5X	\$27 S-XL 2X - 5X*		
<b>LCB Blanket - Fleece</b>	Black, Navy	Skyhawk / Zebra	\$27.00		
<b>Sweatpants</b> w/ light blue 'Skyhawks' lettering	Black, Navy	S M L XL 2X 3X 4X 5X	\$20 S-XL 2X - 5X*		
<b>Baseball Cap</b> -please CIRCLE style below: LCB / BIRD / Logo	Navy, Light Blue	One Size	\$ 15.00		
<b>Wool Hat</b> - please CIRCLE style below: BIRD / SKYHAWKS	White, Navy	One Size	\$ 10.00		
<b>Fleece Headband</b> White, Navy	Bird / Skyhawks / Logo	One Size	\$ 10.00		
<b>Sportz Bag</b> - lightweight draw string bag CIRCLE: SKYHAWK / ZEBRA / POLKA DOTS	Black, Purple, Navy, Pink, Green	One Size	\$ 5.00		
<b>Stadium Seat</b> - metal frame	Navy	heavy duty/w Skyhawk Logo	\$ 55.00		
<b>Skyhawk Christmas Ornament</b>	--	--	\$ 4.00		
<b>Lanyard</b> (Key/Tag holder)	N/A	N/A	\$ 5.00		
<b>Pom Poms</b> on long plastic stick	N/A	N/A	\$ 1.50		
<b>Car Magnet</b> - white oval with LCB	N/A	N/A	\$ 3.00		

Please make checks payable to LCB PTSO. Thank you! TOTAL PURCHASES \$

Credit Card Orders:  MC  VISA  DISCOVER Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ (mm/yy)

Security Code: \_\_\_\_\_ Customer Name (print): \_\_\_\_\_ Billing Zip: \_\_\_\_\_ Phone #: \_\_\_\_\_



\* Additional \$2 charge for each size over 'X Large'; +\$2 for 2XL; +\$4 for 3XL; +\$6 for 4XL; +\$8 for 5XL



Items can be viewed on our website at [WWW.BirdPTSO.com](http://WWW.BirdPTSO.com) Questions? Call Sherry Harris @ 691-5678.