

***L. C. Bird High School
PTSO Meeting Minutes
September 11, 2017***

LOCATION: Library

Meeting called to order at 6:33 PM by Mandy Hamner-Ford

ATTENDEES: Mandy Hamner-Ford, Stacy Makins, Sherry Harris, Amy Jackson, Viola Middleton, Dr. Laura Hebert, Sarah Davis, Rosemary Vieira, Pam Adams, Michelle Meyer-Ban, Rosemary Vieira, Jonathan Ricker, Brenda Cofer, Cecelia Huff, Vanessa Mavskopf, Young Mi Lee, Dong Young Kim, Kyle Conaway, Shaleta Conaway, Nicole Wynn, Tori Reed, Latrice Wilson, Tenita Stuart, Stacy Ban, Daquan Reinhardt, Wakeshi Benson

Mandy welcomed everyone to the meeting and the board members introduced themselves.

First meeting of year – no minutes

Treasurer's Financial Report, Sherry Harris

Financial Report as of 09/10/2017:

Budgeted Amount for 2017-2018	\$24,876.00
Total Income YTD	\$15,516.50
Total Expenses YTD	-\$ 4,267.04
Check Book Balance	\$11,249.46

Monthly Transaction Report:

07/01/2017 – 09/10/2017

Starting Balance	\$0
Total Deposits & Adjustments	\$15,516.50
Total Checks & Other Expenses	-\$ 4,267.04
Check Book Bal & Statement Bal through 09/10/17	\$11,249.46

Sherry reported that she prepared the audit report and asked for approval of the audit report. All were in favor and audit report approved. Sherry also went over the 2017-2018 budget and asked for approval of the budget. All were in favor and budget approved. Sherry went over the financial procedures. Sherry also went over the roster and passed a copy around the room for correction, deletions, or additions.

Correspondence, Amy Jackson

Amy reported that a Thank you card was received from Donna Lythgoe for everything we do and a special thank you for her retirement gift card. Amy reported that a Thank you card was received from Dr. Hebert for the student awards and Baccalaureate. Amy reported that a Thank you card was received from student Collin Profita for the scholarship. There was no outgoing correspondence.

Officer Reports

President, Mandy Hamner-Ford

Mandy stated that she was so excited about the attendance at tonight's meeting. Mandy reported that this summer was full of activities. She shared that the ptso sold summer school snacks. She stated there was not a large profit but it was still a success. She also shared that students and parents got together this summer to put packets together for a mass mailing. In addition, there was a meet the principal night before the start of school that included new faces and families. Mandy reported that the summer also included preparation for first day of school, orientation packets, and a lot of spiritwear was sold.

Regarding upcoming events, Mandy reported that the Denim Drive is currently going on and will be through the 23rd of September. She also shared that collection the weekend of the 23rd would take place at Bird. Sherry added that other clothing items could be placed in the Goodwill box. Mandy reported that this coming Saturday, Magic Special Events needed volunteers for the Amazon event. Mandy noted that we already had volunteers and there were 3 slots left. Mandy reported that Back to School night will be September 25th. The Core Value Reception is on October 19th and a coordinator will be needed. Mandy noted that for anyone who would like to volunteer, there is a manual provided for guidance. She also reported that a coordinator is needed for the Jr. Ring Ceremony which is scheduled for October 11th. Mandy reported that Homecoming is on October 28th and a coordinator is needed to arrange for volunteers to provide refreshments, coat check, and sell tickets. Mandy reported that deadlines for the Newsletter are due to her by Monday September 18th.

Vice President, Stacy Makins

Stacy reported that the 50/50 raffle went extremely well and the winner received \$118. This means the ptso received \$118. The next raffle will be on September 22nd. Stacy reported that eat out nights will be at Marco's on September 18th. Stacy reported that she plans to reach out to several area businesses about participating and asked if anyone has ideas to please let her know.

Viola Middleton, Membership

Viola reported that she will provide total membership numbers at the next meeting.

Review of positions/events

Capital Fundraising: Mandy reported that our goal this year is \$3,000 and we have collected \$1,430 to date.

Back to School Luncheon: Sherry reported that it was a success and provided a two page report that included the grocery list, floor plan, and invites. She also noted that we had 15 to 20 people present to assist.

Bulletin Board: Amy shared that she gave the bulletin board a fresh look and asked if there are any suggestions to please let her know.

Community Service Program: Mandy reported that a coordinator is needed. She shared that this person keeps track of student volunteer hours and all students are recognized at the end of the school year.

Hospitality:

Skyhawk of the Month: Mandy asked if there were any nominations. Sherry stated that the band director, Mrs. Oyan, approached her to nominate Dave Bedwell. Amy added that she also approached her with the same nomination. All were in favor of Dave Bedwell as Skyhawk of the month. Sherry will write something about him and get a picture for the bulletin board. Rosemary added that she will add something to the website.

Monthly Teacher Appreciation: Viola reported that a monthly gift is provided to the teachers.

Big Blue Day: Viola reported the program provides a monthly treat for students who are ptso members. Viola reported that it will start in October and Amy will assist.

Store Cards Program: Rosemary reported that if you haven't signed up for Kroger, you can do so on our website. Rosemary reported that through this program we made \$870 this summer alone. She added that it is really easy and a way to raise money doing what you do anyway, shop. Rosemary also added that if anyone is interested in running this program next year to please let her know.

Webmaster: Rosemary reported that she is working on the website. She reported that she is not sure if members want their contact information listed on the website. There was a suggestion that a hyperlink could be used.

Spiritwear Coordinator: Sherry provided a handout that gave breakdown of sales over the years. Sherry shared that spiritwear is our biggest fundraiser of the year. Sherry reported that the company we use to make the products has changed from Total Stitch to Mary Sparkman. Sherry reported that there have been some challenges involving the Skyhawk logo print that she is resolving. Sherry reported that she has ordered 250 more prints. Sherry noted that we may have to tweak the prints. Sherry reported that they have been selling the new dry fit shirt and she has ordered more. Sherry reported that volunteers are needed to sell spiritwear during lunch blocks on Thursday and Friday. Also, during home games.

Volunteer Coordinator: Sherry explained how to complete the volunteer forms and how to reach out to her if coordinating an event where volunteers are needed. Sherry shared to call her and she will help. Sherry added to please utilize the volunteers

Parent Organization Liaisons:

Athletic Boosters: Sherry reported for Pam, who had to leave the meeting early. Mandy reported from Pam that their contact information is available on the Bird website under activities. She shared that they have been very busy and held their first fundraiser at the Chesterfield County fair and gave a huge thank you to the volunteers. Mandy reported that she is selling sports passes. This year they are offering family passes for \$60 that come with 15 punches to any Bird athletic event. She noted that punches carry over to next year. Mandy reported that Bedwell created the passes and she has them for sale. Parents have been more visible with the boosters. They will have a meeting in SC3 on September 12th. They will be voting on 2 positions. She concluded that they have a fall sports banquet coming up so be on the look out for details.

Band Boosters: Needs to be filled/no report

Chorus Boosters: Needs to be filled/no report

Engineering Rocket Boosters: Mandy reported that over the summer they hosted a gems camp for rising 7th and 8th grade young ladies. They also had stem camp for autistic middle school aged students. The specialty center open houses are coming soon. They also have a mentor program that pairs new students with upper classman. The first meeting of the year is coming up.

ESOL: Needs to be filled/no report

Orchestra Boosters: Needs to be filled/no report

Principal's Report

Dr. Hebert shared that the school purchased new flags. She also reported the various social media links available, such as Twitter, Instagram, and Facebook, to follow Bird. Dr. Hebert shared her mission to keep kids who receive the "D" codes in the classroom by coming to them. She wants to offer them mindfulness training and how to channel their thoughts in a different way. She shared that the 3rd "D" code will result in focus through fishing. This program seeks to teach students how to focus and follow directions. She added that parents will have to sign. Dr. Hebert encouraged everyone to see the two bulletin boards by the office that display what the teachers did over the summer. Chromebooks will roll out tomorrow. Dr. Hebert reported that she will send out a message about a lockdown drill because they need to practice. She asked parents to please not test back, this is practice. Reminded everyone of back to school night scheduled for September 25th and added that they will be offering more parent sessions. Underclassman pictures will be September 26th or 27th. Dr. Hebert shared that she is always available if needed.

Faculty Report

Sarah reported that Kimberly Bliley and Samantha Bliley had babies over the summer. Also, Kara Wilson lost her grandfather. Sarah thanked ptso for Teacher Luncheon.

New Business

There was no new business

ADJOURN: 8:10 PM by Mandy

****NEXT MEETING MONDAY, October 2, 2017 AT 6:30 PM IN THE LIBRARY****