**MINUTES**

LORTON STATION SHP

General Membership Meeting

October 9th, 2012

Meeting Location: LSE Library

This meeting was called to order at 7:01p.m. by President Fettya Woodard.

**In attendance:**

***Board Members Present:*** Joanne Jackson, Fettya Woodard, Audra Miles, Nannette Henderson, Toni Russo, Dawn Tucker-Thomas

***Others Present:*** Agnes Venchi, Ronda Hodge, Kelli Fernandez, Donald Parker, Lisa Funkhouser, Amitabha Sur, Brenona (Dee Dee) Brooks, Adam Dameron, Anu Patel, Shikha Dixit, Murngavel Chengaluarayan, Dan Lindsay, Beth Velkoff, Jodi Santiago, Racquel Alcaraz

A quorum was present.

**Introductions**

SHP Board Members, Principal Joanne Jackson, and Assistant Principals Jody Santiago, Raquel Alcaraz, Parent Teacher Liaison Dan Lindsay, and new parents

**President’s Report** by Fettya Woodard

 Overview of Events Held To Date:

* Teacher Appreciation Breakfast held at the end of August. LSE has 28 new staff members, 19 are in their first year of teaching
* Boo-Hoo Breakfast, held on 1st day of school in the library for kindergarten parents
* Open House(s). Huge success.
* Back to School Nights. Also a success, had parking over flow onto field, positive feedback on that, will look into continuing to do so for future events.

**Treasurer’s Report** by Dawn Tucker-Thomas

Budget Proposal for 2012-2013 School Year

* Copy of budget provided at meeting (Total budget proposal $73, 520)
	+ Significant changes include:
		- Student Store addition
		- Yearbooks
		- Increase in Teacher’s Appreciation budget due to increase in teaching staff
		- Increase in insurance costs, premiums went up
		- Removed software program that tracked volunteers
* Audit conducted on last year’s books, everything found to be in order
* Balance left over from last year of approximately $7,100
* Only one software this year on the budget, MoneyMinder, funds are held at Capital One
* **Vote taken to approve: 21 For, 0 Against**

Proper Cash Handling

* Volunteers that collect or spend $: Please give to Dawn or one of the other officers and fill out the appropriate forms (either a check request form or deposit voucher) so the money is properly tracked and accounted for. Forms will be in the main office and available on the SHP website.

**Principal’s Report** by Joanne Jackson

Back To School Night

* 1004 students enrolled presented unique challenges in funneling parents and students effectively during BTS night. Decided to have overflow parking in the field (a lot of positive feedback on that) and staggered students by last name so that not everyone was coming in at the same time.
* Fettya Woodard suggests possibly moving forward with shuttling parents and students from Shoppers for high attendance events, Ms. Jackson will look into.

Coming Up

* Thanksgiving Luncheon: This is a very popular event, will be held on November 12th this year (day of federal observance) which is a Monday. The luncheon will most likely expand into the gym, and based on participation, may need to also expand into the classrooms. We will have Veterans participating (raising the flag, leading the Pledge of Allegiance, etc.)
* New Transportation Pattern: Gave out 200+ Kiss n Ride numbers this year, and utilizing 13 buses. Load and unload patterns to change, more details to come.
* Busses 6-11 patterns will change to prevent overcrowding, more details to come.
* Ms. Jackson extends her appreciation on behalf of the staff for an excellent start to the year at LSE

**1st VP Report** by Audra Miles

After School Programs

* Started the school year with 12 after school programs, cut 2 (Zumba and Kindersports) due to low participation
* Chess club going strong with 58 students currently
* Mad Science also has high participation with 30 students, looking at possible new program called “DDZ”
* Added Board games and Math Club, both have been successful, looking at possibly expanding M/C
* Will look at bringing Robotics back after this semester
* Please send ideas for additional programs to Audra
	+ Suggestions from meeting: Look into a Little Fingers program, filmmaking, and additional activities geared towards 5th and 6th graders
	+ Survey parents and students about interests, Mr. Lindsey will assist with surveys

**2nd VP Report** by Nannette Henderson

Fall Fundraiser

* This fall’s fundraiser will be “Read-a-thon”. This is a pledge based fundraiser (nothing to buy). It will kick off with a magic show next Tuesday (information was sent home in today’s Tuesday packets). Hoping to get at least 50% of the kids to participate this year. Nannette will work on getting an electronic version of the pledge letters for easier return.

Restaurant Nights

* October 16th will be at McDonald’s from 5-8 p.m
* November 14th, ZPizza
* December 5th at Aroma Indian Cuisine (though sales from 12/1-12/15 will be counted towards SHP’s total)
* January 11th: Barnes and Noble Café: Book fair, more details to come
* SHP gets a percentage of sales on Restaurant Nights, we try to get teachers to come and participate, usually have a great turn out.
* Need volunteers to help with the coordination of events

Shop & Earn

* September contest gave SHP 2400 box tops
* Current contest runs through the end of October
* We are paid 2x per year for box top collections
* We currently have enough box tops to collect $800, we expect another $200 or so for the next pay cycle
* “Growing Local Learning” for Shopper’s customers, please sign up and encourage others to do so, SHP gets a percentage of sales
* “Igive” website: Sign up and a percentage of sales from various websites goes to SHP

Spiritwear

* Sold approximately 200 items so far, $10 T-shirts are most popular
* More younger kids than older buying
* 2/3 of sales come from paper, 1/3 online
* Will continue to sell last year’s stock until we run out
* Will do another Spiritwear sale towards the end of the year

Yearbook

* Notification to go out soon about advance yearbook sales
* Yearbook will include more pages this year (more students enrolled)
* Will pre sell in November/December (more in line with how middle schools and high schools do it), yearbooks delivered towards end of year
* Will continue to do paper orders

**Parent/Teacher Liaison’s Report** by Dan Lindsay

* Difference Makers: This is a group of volunteers that work on projects such as the “Outdoor Classroom” located next to the playground. There will be 6 different ecosystems, soil delivered on 10/15. Plants will be donated, need volunteers with trucks to help get the plants from the nursery to the school.
* Beautification Rock: For 6th graders, will prime the rock white and have each student put their handprints on it, and will put a plaque of some sort to signify the class. Need volunteers to help, would like to have this complete by November.
* “Bring your personal electronic device to school”: Took FCPS policy and adapted it to elementary school students (more restrictive). For now, it will be rolled out to 5th and 6th graders, eventually to the entire school. Students must register their devices, use only LSE WiFi connection, and have the appropriate sticker on their device. Allowed to register up to 3 devices.

**Announcements** by President Fettya Woodard

* 10/16 McDonald’s Restaurant night
* 10/20 Lorton Station Celebration from 2-5pm
* 10/24 Coffee time with Ms. Jackson (Topic: Meet Parent Liasson Ms. Muskit, Open Forum after)
* 10/26 Family Movie Night “The Lorax” (Doors open at 6:30, registration required)
* 11/12 Thanksgiving Luncheon
* 11/12 Donuts with Dads
* 11/13 SHP Meeting 7p.m.

**Miscellaneous**

* AP Band possibly clashing with Math (5th grade) Ms. Jackson will look into and address
* Rolling out SHP Facebook, need volunteers
* Need parent volunteer to be the “Lightning” mascot
* Need photographer volunteer to capture SHP events
* Need volunteers to be “classroom parents” to classes that don’t already have one
* Need volunteers for library committee (helping put back books, organizing, etc.)
* Need team of volunteers to help divide classrooms for Walk for the Homeless event on 10/25. Kindergartners will walk on different day, since they will be on a field trip that day.
* Trailer security concern: Ms. Jackson affirms they are locked, and that herself and other school administrators are routinely walking around the premises and monitoring activity.

This meeting was adjourned at 8:42 p.m.