



# Stone Bridge High School PTSO

## 43100 Hay Road, Ashburn, VA 20147

12/5/2017

PTSO Meeting Minutes

Attendees: Beth Long, Linda Pisani, Sandra Lawyer, Jennifer Cramer, Matt Wilburn, Emily Rittenhouse, Craig Steger, Lori Steger, Misty Bergen

Meeting is called to order by Beth Long

**Secretary Report:** Misty Bergen

December Newsletter notification and link sent out by Tim Lucas (see below)

It resulted in some parents volunteering for "Cookie Exchange".

**Treasurer Report:** Craig Steger

\$68 to be deposited: membership, Cinnabon order and bling shirt

Bazaar Fundraiser brought in \$2,660 (\$2615 table sales/\$135 water, coffee, raffle sales/\$90 signs)

Quickbooks online \$15/month or \$160/year paid up front, negotiated first year rate of \$88

Craig suggested creating an expense category for this annual expense

In process of converting to QBO from QB desktop this coming month

Discussion about adding a fundraising expense category to capture budget expenses like initial costs, advertising, etc

**Membership Report:** Emily Rittenhouse

2 new families and 1 new teacher signed up this past month

**Hospitality/Fundraising:** Sandra Lawyer

Bazaar Fundraiser brought in \$2,660 (\$2615 table sales/\$135 water, coffee, raffle sales/\$90 signs)

Next Bazaar in the spring. We voted to have 2 date options, April 28 or May 5

We discussed using the gym instead of hallway for the event.

We need more advertising to get the word out to community such as: newspaper, events planning with Ashburn Farm, all local schools. This will cause an increase in cost for advertising.

The Spring Bazaar should be more Home-Based businesses and homemade goods.

Talked about if the PTSO should invest in more tables for the school, but not sure where we would store them. Mr. Wilburn said he would talk to Mr. Tyson about storage options

Discussed possibly charging less if vendor provides own table. Possible student rate for kids who have a table.

**Cinnabon: Profit and suggestions for implementation**

PayPal worked nicely, the check process was a little confusing, no cash policy next time

We made \$385.88 after expenses.

Do we worry about the PayPal fee? Craig suggested that we charge a flat fee which includes the charge. The suggestion of buying extra was made if the sale is tied to an event such as the Bazaar.

**Bling Shirts: Sales so far**

34 shirts have been sold so far out of 100

We will need to sell them at basketball games and other events. We can have a sign-up genius for basketball games for volunteers to help sell them after the new year.

Lori suggested a link for Paypal to order bling shirts and pick up in the office at a certain time which was discussed, but not resolved.

### **Holiday Cookie Party:**

December 14<sup>th</sup> in L200, World Language work room

We will provide holiday plates, napkins and Ziploc. Plates should be large size.

We will need to stagger the cookies so later arrivals still have good selection and variety.

A note will be sent through Tim Lucas this Thursday and again on Monday for cookie donations. A note will also be sent to all teachers and staff through Tim Lucas informing them of cookie exchange. The two poster boards will be put up in office and cafeteria with cookie exchange info on Wednesday, the day before the cookie exchange.

### **Scholarship Info:**

Students need to have a family PTSO membership to apply for scholarship (needs to be in next couple months report)

Change membership deadline to February 28

Revise scholarship application questions

Verify that the applicant is a PTSO member first

One of last year's recipients has not cashed the check. Lori left her mother a message and did not hear back from her. **Do we cancel the check for her scholarship from last year?**

A motion was made by Craig Steger and Second by Emily Rittenhouse to cancel the check. Motion was passed.

### **Other Business:**

"Squisito Pizza" has been in contact about partnering. I have forwarded their note to PBIS team to reach out to them for potential rewards for positive behavior. The information was also forwarded to project grad for potential food, gifts, fundraising.

### **Fund Request / Presentations:**

Rowing Club/Crew funds approved and received by group

Presentation by Linda Pisani of *Holistic Grotto*

Mom of student here at school, she would like to extend some meditation to teaching staff. She is self-employed, she does guided meditation, connecting with inner self, and she would like teachers to be the best teacher they can possibly be. Meditation 101 for 45minute window from start to finish. Benefits of meditation is better sleep more healing sleep, helps with migraines. The idea that PTSO would give this as a gift, charge per head, \$10/person would be our charge normally she charges \$15/person

Some suggested during February sometime. She is doing a women's retreat January 21<sup>st</sup> 2018 she gave everyone a business card.

PTSO members and board discussed providing this to interested teachers before school 8:00-8:45. Propose to her that she accept a flat fee of \$100. Do a signup before and see if we can get 10-20 people. We can have Tim send an email to staff in January to gauge interest. Beth will send a note to Mr. Wilburn to ask at a staff meeting to see a response

### **Principal Comments:** Matt Wilburn

Tonight is opening night for winter sports, band concert coming up, chorus concert on Thursday with Trailside, busy time for counselors with college applications due, the new nurse started yesterday, David Oswald, we have a new guidance counselor, new math teacher Ted B. (replacing Mr. Ausel). The budget will come thru tomorrow and should be very similar to this year's.

### **Committee Opportunities and News**

Chair of Communication / Social Media

SAT / ACT Prep Coordinator –

Contact with John Dec on SAT practice test and tutoring classes beginning in January

Result of last practice test/class to be announced

LEAP Representative - Robin Bradbury will attend December LEAP meeting  
(Loudoun Education Alliance of Parents)

The meeting was adjourned at 8:00pm