

# Hornsby Middle School PTSA General Membership Meeting

November 20, 2017, 5:30 PM

- I. Call to Order @ 5:36 PM by Karen Talley  
In attendance: Jessica Ellison (Principal), Karen Talley (President), Jill Dalton (Vice President), Katie Winckler (Treasurer), Alisa Smith (Secretary), Jodie Davis, Chris Dawson, Anita Ellis, Mike Contakes, Kristin Schweiter
- II. Quorum was met
- III. President's Report, Karen Talley: Karen thanked everyone who helped with the Hawk Hike. Box Tops will be collected again in December. Honor Roll students will receive a prize, which will be delivered to their homerooms. We might offer a Spirit Wear blanket for sale in January/February.
- IV. Special Guest, Kristin Schweiter, HMS School Improvement Specialist. Kristin presented on Student Engagement focusing on student absenteeism. She suggested checking out [schoolquality.virginia.gov](http://schoolquality.virginia.gov) website, which shows "school report card" on any school. Absenteeism has been steadily growing so school is looking at how to bring that down. Looking for universal supports such as creating an engaging school climate, building positive relationships, communicating the impact of absences on achievement, monitoring chronic absences, recognizing good and improved attendance, identifying and addressing barriers. Kristen asked for ideas to reward students who are present 5 days a week. We discussed a weekly drawing. We also discussed a drawing for perfect monthly attendance and possibly perfect attendance for the year as well. Karen recommended allocating \$50 to support the attendance program from the PTSA School Programs line item.
- V. Vice President Report, Jill Dalton: No report
- VI. Treasurer's Report, Katie Winckler: We are doing fine financially. The Purple and Gold Dance brought in more income than expected. The Hawk Hike brought in more income than expected as well.
- VII. Secretary's Report, Alisa Smith: Alisa asked members to review the October 16, 2017 General Membership Meeting Minutes. Katie Winckler moved to approve the minutes and Jill Dalton seconded the motion. The motion was approved.
- VIII. Principal's Report, Dr. Ellison: The Hawk Hike was wonderful. Dr. Ellison has heard nothing but great things about the event. The line dancing went well.

Report cards went out. Dr. Ellison noted families can check the Flight Plan for more info on events and happenings. She also mentioned that there are two more upcoming forums with information about redistricting.

**IX. Committee Reports**

- a. Hawk Hike, Karen Talley: The Hawk Hike brought in \$8,100, a considerable increase from last year. Karen noted the following as contributing to the success: 1) she did all the legwork for the sponsorship requests and 2) the marketing started earlier this year. Last year 127 students contributed and this year 154 contributed-66 in 7<sup>th</sup> grade, 63 in 6<sup>th</sup> grade and 25 in 8<sup>th</sup> grade. Karen added prizes for the top three fundraisers per grade. In the past, just the top fundraiser per grade received a prize. All who contributed \$25 or more will get a HMS tumbler. Suggestions: Start early for marketing, fundraising, sponsorships and raffle prizes and make sure there are enough raffle prizes to keep the students interested at the awards ceremony.  
This year there was line dancing instead of rotations and that was well received. Karen requested teacher input about the best day of the week to hold the event and about activities that seem enjoyable to most students. Friday seemed to work well and the activities at this event seemed to work well.
- b. Spirit Nights, Karen Talley: Next Spirit Night is Thursday, December 7<sup>th</sup> at Chick-fil-A on Mooretown Road. It will be a competition with Toano. There will be a flyer coming out next week.
- c. Membership, Jodie Davis: We have 384 members. Jodie thanked faculty and staff for signing up. Membership cards will be mailed to all who signed up.
- d. Mini-Grants, Karen Talley: There were 15 mini-grants requests totaling \$4,800. All were funded by PTSA and HMS. We might offer another mini-grant program. More information will be shared at a later date.
- e. Reflections, Alisa Smith: 26 students submitted Reflections entries with a total of 34 entries. 6 first place entries have been submitted to District. Check the Flight Plan for a list of winners. All participants were recognized at the Hawk Hike and Dr. Ellison thinks we should continue to recognize participants at the Hawk Hike. It was well received.

**X. New Business: None**

**XI. Unfinished Business: None**

**XII. Next Meeting Date: Monday, January 22, 2018 General Membership @ 5:30 PM**

**XIII. Adjournment @ 6:27 PM**

Lois S. Hornsby Middle School PTSA  
Treasurer's Report 10/01/2017 to 10/31/2017

<b>1 Fundraising / Other Income</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Box Tops	-	-	-	350.00	-350.00
Cash Box	500.00	500.00	-	-	-
Dance - 8th Grade	-	-	-	-	-
Dance - Purple and Gold	4,288.50	710.72	2,802.78	2,000.00	802.78
Donations	70.00	-	212.00	100.00	112.00
Hawk Hike	250.00	-	250.00	2,000.00	-1,750.00
Hawk Hike-Sponsor	1,750.00	-	2,250.00	1,000.00	1,250.00
Interest Income	-	-	0.25	1.00	-0.75
Shopping Programs	-	-	92.39	125.00	-32.61
Spirit Night	340.00	-	340.00	500.00	-160.00
Spirit Wear	270.00	1,214.65	2,593.68	1,000.00	1,593.68
Spring Fundraising Event	-	-	-	-	-
<b>Total</b>	<b>7,468.50</b>	<b>2,425.37</b>	<b>8,541.10</b>	<b>7,076.00</b>	<b>1,465.10</b>

<b>2 Membership</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Local Unit Portion	40.50	-	848.25	600.00	248.25
State & Nat'l Dues	67.50	-	1,376.25	-	1,376.25
<b>Total</b>	<b>108.00</b>	<b>-</b>	<b>2,224.50</b>	<b>600.00</b>	<b>1,624.50</b>

<b>3 Programs</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Arts in Education/Reflections	-	-	-	-150.00	150.00
Coffee Cart	-	-	-127.08	-400.00	272.92
Hospitality	-	304.55	-873.25	-2,200.00	1,326.75
School Programs	-	-	-	-50.00	50.00
Spelling Bee	-	-	-	-50.00	50.00
<b>Total</b>	<b>-</b>	<b>304.55</b>	<b>-1,000.33</b>	<b>-2,850.00</b>	<b>1,849.67</b>

<b>4 Operating Expenses</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Bank Charges	-	-	-	-100.00	100.00
Square Fees/PayPal Fees	-	-	-117.58	-150.00	32.42
Leadership Training	-	-	-	-500.00	500.00
PTA Council Dues	-	-	-75.00	-75.00	-
Insurance - Bonding/Liability	-	-	-343.00	-343.00	-
Administrative Costs	-	-	-	-500.00	500.00
Membership	-	72.30	-72.30	-400.00	327.70
New Year Start Up Expense	-	-	-	-4,077.47	4,077.47
<b>Total</b>	<b>-</b>	<b>72.30</b>	<b>-607.88</b>	<b>-6,145.47</b>	<b>5,537.59</b>

<b>5 School Support</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
Beautification	-	-	-	-250.00	250.00
End of Year Celebrations	-	-	-	-400.00	400.00
Faculty/Staff Appreciation	-	-	-	-1,000.00	1,000.00
Honor Roll	-	-	-	-450.00	450.00
Mini Grants	-	-	-	-5,000.00	5,000.00
Sweet Talks	-	-	-	-100.00	100.00
Mailbox Treats	-	55.32	-55.32	-200.00	144.68

<b>Total</b>	-	55.32	-55.32	-7,400.00	7,344.68
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<b>Grand Total</b>	<b>Income</b>	<b>Expenses</b>	<b>Year to Date</b>	<b>Net Budget</b>	<b>More/-Less</b>
	7,576.50	2,857.54	9,102.07	-8,719.47	17,821.54

<b>Bank Account Balances</b>	<b>10/01/2017</b>	<b>10/31/2017</b>	<b>Last Reconciled</b>	<b>Summary for the Period</b>	
Checking	13,102.58	17,821.54	09/29/2017	Starting Total	13,102.58
Cash on Hand	0.00	0.00	Never	Income	7,576.50
<b>Total</b>	<b>13,102.58</b>	<b>17,821.54</b>		Expenses	- 2,857.54    4,718.96
				Ending Total	17,821.54

Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.

Treasurer's Report Submitted by: