

Grant PTA Meeting - January 12, 2016

Board Members present: Jessica Lieder, Juliet Davenport, Steve Gillespie, Alisa Loigman, Laura More, Rachel Kennedy, Dan Sakai and Meredith (in the childcare room)

The meeting was called to order at 6:36 p.m. by Jessica Lieder

Approval of the meeting minutes- a motion was made to approve the minutes as written by Steve Gillespie and seconded by Ginger Tyson. The motion passed.

Administrative Update- Principal Lorden

- On 1/11/16 a group of teachers had a retreat on instructional leadership. The PTA was thanked for providing the lunch for the staff.
- Principal Lorden has met with Middle School teachers to start planning the master schedule for next year. A survey will be provided to 5th, 6th, and 7th graders regarding elective interests. The survey will also be shared with parents in advance of being shared with students.
- We are winding down the first semester of the year. If you have or know of a student struggling in school, please contact their teacher.
- Stacey McReynolds asked if a study skills class has been considered as a middle school elective. Principal Lorden said it had not been considered as an elective in the past but the idea could be explored potentially as an elective or as an advisory option.
- There is no update on the front security doors. Discussions with the District continue and the District had a meeting with door vendors. Principal Lorden should receive an updated in the near future and they expect the cost to be below \$15,000.
- The Mission Hills Town Council sent a letter to Grant regarding support for joint use of the later phase of the school improvements which will include a field and indoor recreation facilities.

ASB Report – ASB President

- Pasta for pennies has raised \$2600 so far.
- The K-5 Sock-Hop will be held on January 29th from 3:30-5:30. Steve Gillespie will coordinate with Kids Corner so that children there may attend the event. The 6th Grade Camp Committee will be selling pizza, ice cream, and water to raise funds for camp.

President's Update

- Jessica Lieder noted that \$548 was raised from the Brooklyn Girl fundraiser and \$495 was raised through the Mission Hills Nursery holiday tree sale.
- Students donated 112 toys via the holiday toy drive this year.
- The school science fair will be held next week. Judges are still needed. The boards will be on display in the lower lab on Tuesday and Wednesday. Student interviews will happen on Thursday from 8-11 a.m. Please let Elena Banks or Ginger Tyson know if you are interested in volunteering.
- A motion was made by Stacey McReynolds to enter into an insurance agreement for the PTA to sponsor the Annual K-3 class show. It was seconded by Steve Gillespie and the motion passed.

- A motion was made by Jessica Lieder for the PTA to enter into contractual agreements for the 2016 Halloween Carnival, to allow the PTA Board and Halloween Committee to sign vendor contracts. The motion was seconded by Alisa Loigman. The motion passed.
- Jessica Lieder noted that a PTA Board nominating committee would be created for PTA positions for next year. There are a number of PTA positions that will be open and people may also run for positions that are currently filled.
- Lara Gates made a motion to approve the running club as part of the PTA for the Spring 2016 season. The motion was seconded by Ginger Tyson. The \$30 collected from participants is used for incentives and equipment and is not part of the PTA budget.
- In the next few months the PTA will begin discussions for next year's budget. Please bring thoughts and ideas to future meetings.

Foundation Update – Julie Morgan

- March 19th there will be the first annual Mission Hills 5K – Kristen Boyd has been leading this effort.
- The Foundation provided 13 scholarships for students to participate in the afterschool enrichment classes this semester. Thanked the vendors who provide 50% of the tuition costs and the Foundation scholarship covers the other 50%.
- The Imagine Campaign has raised \$52,000 to date. This does not include the corporate matches that recently came in. There have been 146 donations.
- Governor Brown has slated additional money for schools in the budget – approximately \$10,400 per student. This is more than the \$9,000 per student which was previously included by less than the national average of \$11,000 per student and significantly less than higher spending states such as Vermont which is closer to \$20,000 per student.
- A \$5,000 award was recently received from the Aberdeen Charitable Trust to help encourage girls in science. It is currently being decided how the money will be used to support STEAM programs.

5K Update – Kristen Boyd

- The first annual Mission Hills 5K will be held on March 19th at 8:00 a.m. The route will start and end at Grant and proceeds will benefit STEAM programs at Grant. It is a fun run and not a timed race.
- The race is for the whole community and people are encouraged to form teams.
- The website missionhills5k.com is up and running and you can also like it on Facebook.
- The local business community is very excited about the event and \$10,600 has been raised in corporate sponsorship to date.
- Looking for help in planning the after party which will be held at the school on the blacktop.

Jog-a-thon Update – Eric Karpinski

- The event will be held on March 3rd. Each child will have their own pledge page. Hoping to raise \$40,000.
- Offering for businesses to have one lump-sum sponsorship donation to the 5k/Jog-a-thon and their name would be included for both events.
- A party for participants will be held a month later.
- Exploring starting a new morning running club at Pioneer Park.

Action Items

Treasurer's Report – Alisa Loigman

- Book Fair – raised round \$6000 which we will keep in Scholastic dollars that teachers can use to purchase books. We receive twice as much money for the school with Scholastic dollars versus cash.
- Motion made by Alisa Loigman to ratify net expenses from December 2015 in the amount of \$13,037. Seconded by Juliet Davenport. Motion passed.
- Motion made by Alisa Loigman to release book fair expenses and school Trips expenses not to exceed budgeted amounts. Seconded by Stacey McReynolds. Motion passed.
- Motion by Stacey McReynolds advance Halloween Carnival 2016 budget in amount of \$12,000 and to give authority to planning committee to begin planning and contracting vendors. Seconded by Steve Gillespie. Motion passed.

Roundtable

- Ginger Tyson – 5th and 5th graders are currently selling Sees candy to raise funds for 6th grade camp.
- Steve Gillespie noted that they are looking for someone to run the Grant Talent show. The show is usually held at the end of the year but auditions and other preparations need to occur in advance.
- Jenny Whitney gave an update on the Grant Great Artists Program. All teachers have agreed to try the program in their classrooms. The program is completely run by parent volunteers and includes lessons on famous artists and art activities for the students. There are 36 lesson plans (with art supplies) that have been developed and are stored in Ms. Tyson's class.

The meeting adjourned at 7:43 p.m.

MONTHLY TREASURER'S REPORT

Grant School PTA
2015/2016 School Year

Balance on Hand at Beginning of Month:	[A]	\$ 122,396		
		12/01/15		
		Dec-15	YTD	Budget
Income				
Community Donations				
Annual Imagine Campaign			\$ -	\$ 53,000
Mission Hills Town Council			500	650
Other Community Donations			367	-
Total Community Donations		-	867	53,650
Community Fundraiser				
AmazonSmile			184	500
Book Fair Income			-	10,000
Box Tops for Education			-	1,250
Gecko Garden Income			2,000	1,000
Grant Gala			-	30,000
Halloween Carnival Income			17,534	15,000
Jamba Juice Income			-	500
Jogathon Income			-	25,000
Restaurant Fundraiser	584		584	1,500
Script Income	299		1,069	1,500
Stehly Farms			-	1,500
Wine Tasting Event	209		2,297	5,000
X-mas Trees			-	750
Total Community Fundraiser	1,093		23,669	93,500
Logowear (Grant Gear)			460	2,000
PTA Membership	149		2,567	2,000
Total Income		\$ 1,242	\$ 27,562	\$ 151,150
Gross Profit		\$ 1,242	\$ 27,562	\$ 151,150
Expenses				
Fundraising Expenses				
Book Fair Expense			\$ -	\$ 10,000
Grant Gala Expense	500		500	15,000
Halloween Carnival Expense	38	[Note 1]	11,178	12,000
Jogathon Expense			-	5,000
Wine Tasting Event			899	5,000
Total Fundraising Expenses	538		12,577	43,000
General and Administrative				
Accounting and Payment Processing Software	69		367	850
Bank Service Charges			8	250
Insurance			216	210
Marketing Expenses				
Logowear (Grant Gear)			1,479	1,500
Printed Materials and Signage	175		1,406	2,500
Total Marketing Expenses	175		2,884	4,000

MONTHLY TREASURER'S REPORT

Grant School PTA
2015/2016 School Year

Balance on Hand at Beginning of Month:	[A]	\$ 122,396		
		12/01/15		
		Dec-15	YTD	Budget
Membership Expense			1,246	1,050
Office Supplies			229	200
Payment Processing Fees			178	700
Professional Services				
Accounting			-	600
Total Professional Services		-	-	600
Taxes			-	100
Website and Email		120	320	500
Total General and Administrative		364	5,448	8,460
Hospitality				
1st School Day - Donuts			120	150
Back to School Class Reveal			169	150
Kindergarten Orientation			138	500
Monthly Chatio Meet & Greet			-	300
PTA Meetings	96		292	750
Safety Committee Appreciation	108		108	200
Summer Picnic Expense			244	650
Teacher Acknowledgment				
Teacher Appreciation Week Gifts			-	200
Teachers Thank You Lunch			-	700
Teachers Welcome Back Lunch			610	700
Total Teacher Acknowledgment		-	610	1,600
Total Hospitality		205	1,681	4,300
Other Programs				
Library Program		43	616	1,000
Middle School				
Academic League/ Quiz Bowl			-	180
GeoBee			100	125
Junior Model United Nations			-	550
Middle School Dance			-	450
Middle School Orientation			128	150
Middle School Promotion			336	800
National Honor Society Membership			-	385
Spelling Bee			136	200
Total Middle School		-	700	2,840
Other Enrichment Programs				
Assemblies			1,500	3,000
School Trips			-	3,000
Subscriptions			12,113	12,500
Total Other Enrichment Programs		-	13,613	18,500
Total Other Programs		43	14,929	22,340

MONTHLY TREASURER'S REPORT

Grant School PTA

2015/2016 School Year

Balance on Hand at Beginning of Month:	[A]	<u>\$ 122,396</u>		
		12/01/15		
		Dec-15	YTD	Budget
S.T.E.A.M. Programs				
S.T.E.A.M. Teachers' Salary and Benefits				
Art Program		2,982	4,572	14,500
Science Program		6,900	13,800	36,500
Total S.T.E.A.M. Teachers' Salary and Benefits		<u>9,882</u>	<u>18,372</u>	<u>51,000</u>
Science Enrichment				
Family Science Night		359	359	1,000
Gecko Garden		310	310	1,500
Science Fair		152	152	500
Science Olympiad			-	600
Total Science Enrichment		<u>822</u>	<u>822</u>	<u>3,600</u>
Total S.T.E.A.M. Programs		10,704	19,194	54,600
School and Staff Support				
Associated Student Body			1,479	2,000
School Supplies		1,183	5,552	15,000
Teacher Discretionary Funds				
Teacher Special Request			500	1,000
Total Teacher Discretionary Funds		<u>-</u>	<u>500</u>	<u>1,000</u>
Total School and Staff Support		1,183	7,532	18,000
Total Expenses		\$ 13,037	\$ 61,361	\$ 150,700
Net Operating Income (Loss)		\$ (11,795)	\$ (33,799)	\$ 450
Net Operating Income				
Other Expenses				
Fraud		\$ -	\$ -	\$ -
Total Other Expenses		<u>-</u>	<u>-</u>	<u>-</u>
Net Other Income		<u>-</u>	<u>-</u>	<u>-</u>
Net Income (Loss)	[B]	\$ (11,795)	\$ (33,799)	\$ 450
Less: Previous Month's Activity				
Cleared in Current Month [Net Amou	[C]	\$ (6,030)		
Add: Current Month's Activity				
Not Yet Cleared Bank [Net Amount]	[D]	\$ 3,488		
Balance on Hand at End of Month:	[A+B+C+D]	<u><u>\$ 108,059</u></u>		
		12/31/15		

MONTHLY TREASURER'S REPORT
Grant School PTA
2015/2016 School Year

Balance on Hand at Beginning of Month: [A] \$ 122,396
12/01/15

Dec-15	YTD	Budget
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Notes:

- [1] Check #3898 (dated 11/10/15) voided and reissued on 12/8/2015 as check #3908. Expensed amount in November reallocated to December upon re-issue of check.

Submitted by: Alisa Loigman, Treasurer
ptatreasurergrant@gmail.com

Grant K-8 School PTA

PROFIT AND LOSS DETAIL

December 2015

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Ordinary Income/Expenses							
Income							
Community Fundraiser							
Restaurant Fundraiser							
12/05/2015	Deposit			Lefty's Pizza Fundriaser	PTA Checking	476.00	476.00
12/05/2015	Deposit			Corvette Diner Fundraiser	PTA Checking	108.08	584.08
Total for Restaurant Fundraiser						\$584.08	
Script Income							
12/09/2015	Deposit		script income	ELECTRONIC DEPOSIT Electronic Sc Download from usbank.com. Electronic Scrip	Script Checking	0.15	0.15
12/14/2015	Deposit		script income	ELECTRONIC DEPOSIT Electronic Sc Download from usbank.com. Electronic Scrip	Script Checking	297.99	298.14
12/24/2015	Deposit		script income	ELECTRONIC DEPOSIT Electronic Sc Download from usbank.com. Electronic Scrip	Script Checking	0.99	299.13
Total for Script Income						\$299.13	
Wine Tasting Event							
12/01/2015	Deposit			11/1/15 Ticket Sales	PTA Checking	209.40	209.40
Total for Wine Tasting Event						\$209.40	
Total for Community Fundraiser						\$1,092.61	
PTA Membership							
12/01/2015	Deposit			9 Members	PTA Checking	90.00	90.00
12/01/2015	Deposit			5 Members (less \$1 short, dues received for 1 member at \$9)	PTA Checking	49.00	139.00
12/05/2015	Deposit			1 Member	PTA Checking	10.00	149.00
Total for PTA Membership						\$149.00	
Total for Income						\$1,241.61	
Expenses							
Fundraising Expenses							
Grant Gala Expense							
12/07/2015	Expense		Stone Brewing World Bistro & Gardens	Deposit on contract for 4-22-16 event	PTA Checking	500.00	500.00
Total for Grant Gala Expense						\$500.00	
Halloween Carnival Expense							
12/08/2015	Check	3908	Anna Lowe	Home Depot (replaced voided check #3898)	PTA Checking	38.17	38.17
Total for Halloween Carnival Expense						\$38.17	
Total for Fundraising Expenses						\$538.17	
General and Administrative							

Accounting and Payment Processing Software

12/02/2015	Expense		Intuit QB Payments	DEBIT PURCHASE - VISA INTUIT *QB Download from usbank.com. INTUIT *QB ONLIN800-286-6800CA	PTA Checking	49.45	49.45
12/02/2015	Expense		Intuit QB Payments	ELECTRONIC WITHDRAWAL INTUIT PYM Download from usbank.com. INTUIT PYMT SOLN	PTA Checking	19.95	69.40

Total for Accounting and Payment Processing Software**\$69.40****Marketing Expenses****Printed Materials and Signage**

12/03/2015	Expense		Sign King	After School Program Flyers	PTA Checking	174.96	174.96
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Total for Printed Materials and Signage**\$174.96****Total for Marketing Expenses****\$174.96****Website and Email**

12/29/2015	Expense		GoDaddy	grantgala.com Quick Shopping Cart Renewal	PTA Checking	119.88	119.88
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Total for Website and Email**\$119.88****Total for General and Administrative****\$364.24****Hospitality****PTA Meetings**

12/10/2015	Expense		Lefty's Pizza	12/8/15 meeting pizza	PTA Checking	96.40	96.40
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Total for PTA Meetings**\$96.40****Safety Committee Appreciation**

12/15/2015	Check	3913			PTA Checking	0.00	0.00
12/15/2015	Check	3914	Mike Jakal	Pizza Party	PTA Checking	108.27	108.27

Total for Safety Committee Appreciation**\$108.27****Total for Hospitality****\$204.67****Other Programs****Library Program**

12/05/2015	Check	3907	Lori Erlenbach	New library books	PTA Checking	43.15	43.15
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Total for Library Program**\$43.15****Total for Other Programs****\$43.15****S.T.E.A.M. Programs****S.T.E.A.M. Teachers' Salary and Benefits****Art Program**

12/01/2015	Check	3905	Sarah Ekedal	Art to Heart: December 2015	PTA Checking	530.00	530.00
12/15/2015	Check	3912	Jennifer Whitney	Art Docent Supplies	PTA Checking	1,922.21	2,452.21
12/15/2015	Check	3916	Sarah Ekedal	Art to Heart: January 2015	PTA Checking	530.00	2,982.21

Total for Art Program**\$2,982.21****Science Program**

12/01/2015	Check	3904	Elena Banks	November 2015	PTA Checking	3,450.00	3,450.00
12/15/2015	Check	3915	Elena Banks	December 2015	PTA Checking	3,450.00	6,900.00

Total for Science Program**\$6,900.00****Total for S.T.E.A.M. Teachers' Salary and Benefits**

\$9,882.21**Science Enrichment****Family Science Night**

12/08/2015	Check	3909	Glenn Tyson	Insta Worms, Steam Maker Workshop	PTA Checking	186.81	186.81
12/08/2015	Check	3911	John Snyder	Flowers and Soil	PTA Checking	40.00	226.81
12/08/2015	Check	3910	Elena Banks	Hobby Lobby, Home Depot, Office Max, Smart & Final	PTA Checking	132.42	359.23

Total for Family Science Night**\$359.23****Gecko Garden**

12/05/2015	Check	3906	Elena Banks	Gecko Garden soil, plants, seeds, supplies, cleanup expense	PTA Checking	310.41	310.41
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Total for Gecko Garden**\$310.41****Science Fair**

12/08/2015	Check	3909	Glenn Tyson	Corrugated Project Boards	PTA Checking	152.43	152.43
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Total for Science Fair**\$152.43****Total for Science Enrichment****\$822.07****Total for S.T.E.A.M. Programs****\$10,704.28****School and Staff Support****School Supplies**

12/02/2015	Expense		Adafruit Industries	Mr. Snyder: Arduino LED Matrix (12)	PTA Checking	114.92	114.92
12/02/2015	Expense		Amazon.com	Ms. Ashe: AMACO CCloud Clay Assortment 24 Piece	PTA Checking	69.25	184.17
12/02/2015	Expense		Adafruit Industries	Mr. Snyder: Arduino Uno R3 (25), 9V battery holder with switch (33)	PTA Checking	630.05	814.22
12/08/2015	Check	3909	Glenn Tyson	Science Program Supplies	PTA Checking	326.53	1,140.75
12/31/2015	Expense		Amazon.com	ARL accidental personal charge through PTA card stored on Amazon. ARL Reimbursement deposited into PTA checking account on 1/9/2016.	PTA Checking	41.79	1,182.54

Total for School Supplies**\$1,182.54****Total for School and Staff Support****\$1,182.54****Total for Expenses****\$13,037.05****Net Income****\$ -11,795.44**

Tuesday, Jan 12, 2016 01:56:48 PM PST GMT-8 - Accrual Basis