Grant PTA Meeting - January 12, 2016

<u>Board Members present</u>: 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.

<u> Jog-a-thon Update – Eric Karpinski</u>

- 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

<u> Treasurer's Report – Alisa Loigman</u>

- 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.

<u>Roundtable</u>

- 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		-			 5
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	[Note 1]		38	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]	\$	122,396 12/01/15		
			Dec-15	YTD	Budget
S.T.E.A.M. Programs			Dec-15		Duugei
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 Benefi	its		9,882	 18,372	 51,000
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			822	 822	 3,600
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				 500	 1,000
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				 -	 -
Net Other Income			-	 -	 -
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]	\$	108,059		
		<u> </u>	12/31/15		
			12/31/13		

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
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

Report: Profit and Loss Detail

Grant K-8 School PTA PROFIT AND LOSS DETAIL December 2015

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANC
Ordinary Income	e/Expenses						
Community F							
Restaurant 12/05/2015	Fundraiser Deposit			Lefty's Pizza	PTA	476.00	476.0
12/05/2015	Deposit			Fundriaser	Checking	470.00	470.0
12/05/2015	Deposit			Corvette Diner Fundraiser	PTA Checking	108.08	584.0
Total for Re	estaurant Fundraiser				_	\$584.08	
Script Inco	me						
12/09/2015	Deposit		script income	ELECTRONIC DEPOSIT Electronic Sc Download from usbank.com. Electronic Scrip	Script Checking	0.15	0.1
12/14/2015	Deposit		script income	ELECTRONIC DEPOSIT Electronic Sc Download from usbank.com. Electronic Scrip	Script Checking	297.99	298.1
12/24/2015	Deposit		script income	ELECTRONIC DEPOSIT Electronic Sc Download from usbank.com. Electronic Scrip	Script Checking	0.99	299.1
Total for Sc	ript Income				_	\$299.13	
Wine Tastir	ng Event					• • • •	
12/01/2015	Deposit			11/1/15 Ticket Sales	PTA Checking	209.40	209.4
Total for Wi	ine Tasting Event				_	\$209.40	
Total for Con	nmunity Fundraiser				_	\$1,092.61	
PTA Member	ship						
12/01/2015	Deposit			9 Members	PTA Checking	90.00	90.0
12/01/2015	Deposit			5 Members (less \$1 short, dues received for 1 member at \$9)	PTA Checking	49.00	139.0
12/05/2015	Deposit			1 Member	PTA Checking	10.00	149.0
Total for PTA	Membership				_	\$149.00	
Total for Incom	ıe				—	\$1,241.61	
Expenses Fundraising I Grant Gala							
12/07/2015	Expense		Stone Brewing World Bistro & Gardens	Deposit on contract for 4-22-16 event	PTA Checking	500.00	500.0
Total for Gr	ant Gala Expense				_	\$500.00	
Halloween 12/08/2015	Carnival Expense Check	3908	Anna Lowe	Home Depot	PTA Chaoling	38.17	38.1
				(replaced voided check #3898)	Checking		
Total for Ha	alloween Carnival Expens	se			—	\$38.17	

Report: Profit and Loss Detail

16				Repor	t: Profit and Loss Detail			
	-	and Payment Processi	ng Softwa		DEBIT PURCHASE -	DTA	40.45	40.45
	12/02/2015	Expense		Intuit QB Payments	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 Ac	counting and Payment	Processi	ng Software			\$69.40	
	Marketing E Printed Ma 12/03/2015	Expenses aterials and Signage Expense		Sign King	After School Drearem	ΡΤΑ	174.96	174.96
	12/03/2015	Expense		Sign King	After School Program Flyers	Checking	174.90	174.90
	Total for F	Printed Materials and Sig	gnage				\$174.96	
		irketing Expenses					\$174.96	
	Website and 12/29/2015	d Email Expense		GoDaddy	grantgala.com Quick Shopping Cart Renewal	PTA Checking	119.88	119.88
	Total for We	ebsite and Email					\$119.88	
	Total for Gen	eral and Administrative					\$364.24	
	Hospitality PTA Meetin	gs						
	12/10/2015	Expense		Lefty's Pizza	12/8/15 meeting pizza	PTA Checking	96.40	96.40
	Total for PT	A Meetings					\$96.40	
	Safety Com 12/15/2015	mittee Appreciation Check	3913			PTA Checking	0.00	0.00
	12/15/2015	Check	3914	Mike Jakal	Pizza Party	PTA Checking	108.27	108.27
		fety Committee Apprec	iation				\$108.27	
	Total for Hos						\$204.67	
	Other Progra Library Pro 12/05/2015	gram	3907	Lori Erlenbach	New library books	PTA Checking	43.15	43.15
	Total for Lib	orary Program		Ellelibacii		Checking	\$43.15	
	Total for Othe	er Programs					\$43.15	
	S.T.E.A.M. Pr S.T.E.A.M. 1 Art Progra	eachers' Salary and Be	enefits					
	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
		Art Program					\$2,982.21	
	Science P 12/01/2015	rogram Check	3904	Elena Banks	November 2015	ΡΤΑ	3,450.00	3,450.00
	12/15/2015	Check	3915	Elena Banks	December 2015	Checking PTA	3,450.00	6,900.00
	Total for S	cience Program				Checking	\$6,900.00	
		.		_			φ0,300.00	

Total for S.T.E.A.M. Teachers' Salary and Benefits

Report: Profit and Loss Detail

Science Enrichment Famity Science Night 3909 Glenn Tyson Insta Worms, Steam Maker Workshop PTA Checking 186.81 182.42 369.25 186.81 186.81 186.81 186.81 186.81 186.81 186.81 186.81 186.81 186.81 186.81 186.81 <th>Science Enrichment Family Science Night1208/2015Check3909Glenn Tyson Maker WorkshopPTA Checking186.81186.811208/2015Check3911John SryderFlowers and SollPTA Checking40.00228.811208/2015Check3910Elena BanksHobby Lobby Home Depot Office Max, Smart & FinalPTA Checking132.42359.23Total for Family Science NightGecko GardenState and expenseState and supples, cleanup expensePTA Checking130.41310.411208/2015Check3906Elena BanksGecko Garden soil, plants, seeds, supples, cleanup expensePTA Checking310.41310.411208/2015Check3909Glenn TysonCorrugated Project BoardsPTA Checking152.43152.431208/2015Check3909Glenn TysonCorrugated Project BoardsPTA Checking152.43152.431202/2015ExpenseAdafuit IndustriesMr. Snyder: Arduino LED Matrix (12) Ms. Ashe: AMACO Cloud ClayPTA Checking114.92114.921202/2015ExpenseAdafuit IndustriesMr. Snyder: Arduino LED Matrix (12) Ms. Ashe: AMACO Cloud ClayPTA Checking630.05814.221208/2015Check3909Glenn TysonScience Program SuppliesPTA Checking630.05814.221208/2015Check3909Glenn TysonScience Program SuppliesPTA Checking<t< th=""><th>010</th><th></th><th></th><th>Report</th><th></th><th></th><th></th><th></th></t<></br></br></br></th>	Science Enrichment Family Science Night1208/2015Check3909Glenn Tyson Maker WorkshopPTA Checking186.81186.811208/2015Check3911John SryderFlowers and SollPTA Checking40.00228.811208/2015Check3910Elena BanksHobby Lobby Home Depot Office Max, Smart & FinalPTA Checking132.42359.23Total for Family Science NightGecko GardenState and expenseState and supples, cleanup 	010			Report				
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