

## **Grant PTA Meeting**

**February 14, 2017**

Members in attendance: Jessica Lieder, Dan Sakai, Taline Tokatlian, Anne Anthony, Lance Harris, Laura More, Principal Lorden, Rachel Kennedy

The meeting was called to order by Jessica Lieder at 6:34 p.m.

A motion to adopt the meeting minutes as written was made by Kristin Ravola motion, and seconded by Caesar Rios. The motion passed.

Yearbooks – Paula Teixeira announced that yearbooks can be ordered online and in person. Available for \$25.00 until the end of February on March 1<sup>st</sup> goes up to \$30. The deadline for ordering is April 14<sup>th</sup>.

### **Administrative Update – Principal Lorden**

Principal Lorden presented information on the proposed District budget cuts. The largest concern for Grant is the loss of our Vice Principal. The District is preparing a budget that cuts over 124 million dollars. Expect a 10% cut to discretionary and LCFF budgets. Have received a grant this past year for substitute teachers for when teachers go to training – will receive this money again next year. Funds that are donated from the PTA, Foundation and from the public – such as Target goes into a donor account. The school also received some limited funds from rentals which is used for substitute teachers and field trips. The school Board will have a meeting and they have to present a balanced budget by March 1<sup>st</sup>. This is a worst-case scenario. Additional budget cuts are anticipated for next year as well. When the real budget comes out in May it is often not quite as bad. You can write a letter in support of keeping the Vice Principal position and Principal Lorden will present those to the District. A hard copy is preferred. There are certain positions that will not be allowed to be funded by PTAs or Foundations anymore – enrichment is okay but not Vice Principals. One of the largest responsibilities of the Vice Principal is campus safety. There may be additional opportunities for parental involvement including taking over the cone zone responsibilities again, helping with PE activities at the park, donating supplies to the school – Amazon wish list. Should ask the photographers who do the school pictures to take ID pictures of the cleared volunteers and issue them ID cards. Additional lunch oversight will be needed if Mr. Jakl is no longer at the school. Letters should be provided to Christina in the front office before March 15<sup>th</sup>. A parent noted that there is interest in reinstating more frequent morning assemblies/announcements for students/parents/staff.

### **School Updates – Principal Lorden**

School math scores and Math Transformations – we want to improve our student's performance in math – dipped down a little last year. Professional development for staff was needed- working with UCSD professors and researchers who work with school staff to help them with math education skills. The bill for the month of February for 6 plus learning days is \$9900. The Foundation has committed \$6000 for the services. We are in deficit of \$3900 for the services rendered. Used \$6000 from anticipated Mission Hills 5K funds. The PTA Board has put together a motion, Dan Sakai made a motion to create a new line item in the budget, Math Programs, under the S.T.E.A.M. Programs line item and initially budget \$4,000 by reallocating \$2,000 from the Associated Student Body line item and another

\$2,000 by increasing the overall budget. The motion was seconded by Taline Tokatlian. The motion passed.

### **Events**

Fundraiser – brunch at the Red Door and at the Bar at the Red Door on March 26<sup>th</sup> from 10-2 in the restaurant or 10-3 in the bar. 20% of the proceeds go to Grant and produce from the Garden will be used in the ingredients as well.

### **Jog-a-Thon – Eric Karpinski**

Had a pep-rally this morning to kick-off the Jog-a-thon. We are using the same online system as last year. There is a Star Wars theme this year. The event is March 2<sup>nd</sup>. The awards ceremony is on March 9<sup>th</sup> and the party is on March 10<sup>th</sup>

### **Mission Hills 5K – Kristen Boyd**

March 18<sup>th</sup> – Almost 400 people have already registered. Have about \$19,000 in sponsorships which will cover the cost of the race and funds are raised from the registrations. Please put info on your social media pages.

### **Imagine Campaign – Jill Baltan**

Pavers are being sold to fund the relocation of the school garden. They are available in three sizes for \$1000, \$300, or \$150. 100% is tax deductible and will go to benefit the relocation of the garden and outdoor science lab. Approximately 25 pavers have been sold to date. 16 per characters per line – 3 lines (including spaces for the small or medium) 45 characters on 4 lines for the large paver. Deadline is April 15<sup>th</sup> to order pavers.

### **Mission Hills Garden Walk – Lara Gates**

The Garden Walk will be held on May 13<sup>th</sup> in South Mission Hills. A large percent of the proceeds will benefit the Grant Gecko Garden. Lara is looking for volunteers for both on the day of the day event and with other items. Need a few more ads. The winners of the art contest were selected yesterday and will be used in the program and on the garden walk t-shirts.

### **Treasurer's Report – Lance Harris**

Lance Harris provided an updated on the budget. There were approximately \$5,400 revenues in the month of January which included: \$3,000 in Jogathon Income; \$1,100 in various community donations; \$450 in the Brooklyn Girl Fundraiser; an \$800 from the Mission Hills Nursery. There were approximately \$11,500 expenses in the month of January included: Checks 4255 and 4256 (\$4,685) for art and science teachers' salary; Check 4257 (\$300) for San Diego Police Foundation for an Assembly; Check 4258 (\$6,126) for expenses associated the Scholastic Book Fair; Checks 4259 and 4260 (\$134) for Hospitality charges associated with PTA meetings; and \$135 bank withdrawal for Science Awards and \$144 in General and Administrative expenses.

In connection with January's financial report, Lance Harris made a motion to approve the release of checks 4255 - 4258 of payments for the budgeted and pre-approved amount totaling \$11,523 with deposits of \$5,398. Anne Anthony seconded the motion and the motion passed. In January there were

\$1,277 in cleared checks that were written in past months and \$134 in checks not yet cleared, resulting in an ending cash-on-hand balance of \$69,652. Next month we will report on our mid-year audit.

**Nomination Committee – Laura More**

Laura More – PTA Parliamentarian will chair the committee which will nominate people for the open PTA Board positions. Jill Baltan and Jen Benson volunteered. Anne Anthony moved to form a nominating committee headed by Laura More, the motion was second by Julie Morgan. The motion passed.

**Roundtable**

Anne Anthony announced that a presentation on anti-bullying and Islam will be giving a presentation on February 16<sup>th</sup> at 1:00 – the community is welcome to attend.

The meeting was adjourned by Jessica Lieder at 8:27 p.m.

**MONTHLY TREASURER'S REPORT**  
**Grant School PTA**  
**2016/2017 School Year**

PTA Checking		56,717.22	
Script Checking		12,934.98	
<b>Balance on Hand at Beginning of Month:</b>	[A]	<b>\$ 69,652</b>	
		<b>FEBRUARY</b>	<b>YTD</b>
			<b>Budget</b>
<b>Revenue</b>			
<b>Community Donations</b>		490	
Annual Imagine Campaign		0	\$ 50,000
<b>Total Community Donations</b>		<b>490</b>	<b>50,000</b>
<b>Community Fundraiser</b>			
AmazonSmile		249	500
Book Fair Income			10,000
Box Tops for Education			1,250
Grant Gala			30,000
Halloween Carnival Income		18,727	15,000
Jamba Juice Income		0	500
Jogathon Income		3,301	35,000
Restaurant Fundraiser		450	1,500
Script Income		2	1,500
Stehly Farms		345	1,500
Wine Tasting Event		0	12,000
X-mas Trees		800	500
<b>Total Community Fundraiser</b>		<b>3,552</b>	<b>109,250</b>
<b>Logowear (Grant Gear)</b>		<b>0</b>	<b>1,000</b>
<b>PTA Membership</b>		<b>2,280</b>	<b>2,000</b>
<b>Total Revenue</b>		<b>\$ 4,042</b>	<b>\$ 162,250</b>
<b>Gross Profit</b>		<b>\$ 4,042</b>	<b>\$ 162,250</b>
<b>Expenditures</b>			
<b>Fundraising Expenses</b>			
Book Fair Expense			\$ 10,000
Grant Gala Expense			15,000
Halloween Carnival Expense		12,134	12,000
Jogathon Expense		5,876	5,000
Wine Tasting Event Expense		0	5,000
<b>Total Fundraising Expenses</b>		<b>5,876</b>	<b>47,000</b>
<b>General and Administrative</b>			
Accounting and Payment Processing		40	650
Bank Service Charges			250
Insurance			220
Marketing Expenses			
Printed Materials and Signage			2,500
<b>Total Marketing Expenses</b>		<b>-</b>	<b>2,500</b>
Membership Expense			1,050
Office Supplies			400
Payment Processing Fees			700
Professional Services			
Accounting			600
<b>Total Professional Services</b>		<b>-</b>	<b>600</b>
Taxes			120
Website and Email		40	350
<b>Total General and Administrative</b>		<b>80</b>	<b>6,840</b>
<b>Hospitality</b>			
1st School Day - Donuts			150
Back to School Class Reveal			275
Grant BD Popsicles			100
Kindergarten Orientation		130	150
Morning Community Coffee			1,000
PTA Meetings		292	750
Safety Committee Appreciation			300
Summer Picnic Expense		293	650
Teacher Acknowledgment		232	1,500
<b>Total Hospitality</b>		<b>-</b>	<b>4,875</b>
<b>Other Programs</b>			
Library Program			1,000
Middle School			
6th Grade Science Camp		735	3,000
Academic League/ Quiz Bowl			280
GeoBee			125
Junior Model United Nations			650

**MONTHLY TREASURER'S REPORT**  
**Grant School PTA**  
**2016/2017 School Year**

	56,717.22		
PTA Checking	12,934.98		
Script Checking	<u>12,934.98</u>		
<b>Balance on Hand at Beginning of Month:</b>	<b>[A] \$ 69,652</b>		
Middle School Orientation	121	150	
Middle School Promotion	0	1,500	
National Honor Society Membership	0	385	
Spelling Bee	0	200	
Total Middle School	<u>735</u>	<u>956</u>	<u>6,290</u>
Other Enrichment Programs			
Assemblies	1,190	3,000	
School Trips	5,000	5,000	
Subscriptions	11,500	11,500	
Total Other Enrichment Programs	<u>-</u>	<u>18,385</u>	<u>19,500</u>
<b>Total Other Programs</b>	<b>735</b>	<b>19,404</b>	<b>26,790</b>
<b>S.T.E.A.M. Programs</b>			
Music Program	610	3,000	
S.T.E.A.M. Teachers' Salary and Benefits			
Art Program	1,200	7,200	14,000
Science Program	3,485	17,423	34,845
Workers' Compensation Insurance	2,392	1,700	
Total S.T.E.A.M. Teachers' Salary and Benefits	<u>4,685</u>	<u>27,015</u>	<u>50,545</u>
Science Enrichment			
Family Science Night	100	1,000	
Gecko Garden	737	1,500	
Science Fair	0	500	
Science Olympiad	0	600	
Total Science Enrichment	<u>-</u>	<u>837</u>	<u>7,600</u>
Math Program	3,900	3,900	4,000
<b>Total S.T.E.A.M. Programs</b>	<b>8,585</b>	<b>32,362</b>	<b>61,145</b>
<b>School and Staff Support</b>			
Associated Student Body	0	-	
School Supplies	4,000	4,000	
Teacher Stipends	100	11,819	12,000
<b>Total School and Staff Support</b>	<b>100</b>	<b>15,819</b>	<b>16,000</b>
<b>Total Expenditures</b>	<b>\$ 15,375</b>	<b>96,608</b>	<b>\$ 162,650</b>
<b>Net Operating Revenue</b>	<b>\$ (11,333)</b>	<b>-56,608</b>	<b>\$ (400)</b>
<b>Net Revenue</b>	<b>[B] \$ (11,333)</b>	<b>-56,608</b>	<b>\$ (400)</b>
<b>Less: Previous Month's Activity</b>			
Cleared in Current Month [Net Amount]	<b>[C] \$ (455)</b>		
<b>Add: Current Month's Activity</b>			
Not Yet Cleared Bank [Net Amount]	<b>[D] \$ 3,558</b>		
PTA Checking	\$ 48,485		
Script Checking	<u>12,937</u>		
<b>Balance on Hand at End of Month:</b>	<b>[E=A+B+C+D] <u>61,421.60</u></b>		
	02/28/17		

Notes:

Submitted by: Lance Harris, Treasurer  
ptatreasurergrant@gmail.com

**Grant School PTA**  
**STATEMENT OF ACTIVITY DETAIL**  
February 2017

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
<b>Ordinary Revenue/Expenditures</b>							
Revenue							
Billable Expenditure Revenue							
02/08/2017	Deposit		Deposit	DEPOSIT Download from usbank.com.	PTA Checking	335.00	335.00
02/08/2017	Deposit		Deposit	DEPOSIT Download from usbank.com.	PTA Checking	455.90	790.90
02/08/2017	Deposit		Deposit	DEPOSIT Download from usbank.com.	PTA Checking	2,500.00	3,290.90
<b>Total for Billable Expenditure Revenue</b>						<b>\$3,290.90</b>	
Community Fundraiser							
AmazonSmile							
02/06/2017	Deposit		Deposit	ELECTRONIC DEPOSIT AMZNIYRFEEYR Download from usbank.com.	PTA Checking	248.78	248.78
<b>Total for AmazonSmile</b>						<b>\$248.78</b>	
Running Club							
02/08/2017	Deposit		Deposit	DEPOSIT Download from usbank.com.	PTA Checking	490.00	490.00
<b>Total for Running Club</b>						<b>\$490.00</b>	
Script Income							
02/27/2017	Deposit		script income	ELECTRONIC DEPOSIT Electronic Sc Download from usbank.com. Electronic Scrip	Script Checking	1.83	1.83
<b>Total for Script Income</b>						<b>\$1.83</b>	
<b>Total for Community Fundraiser</b>						<b>\$740.61</b>	
PTA Membership							
02/08/2017	Deposit		Deposit	DEPOSIT Download from usbank.com.	PTA Checking	10.00	10.00
<b>Total for PTA Membership</b>						<b>\$10.00</b>	
<b>Total for Revenue</b>						<b>\$4,041.51</b>	
Expenditures							
Fundraising Expenses							
Halloween Carnival Expense							
02/24/2017	Check		Ranchos Northpark	CHECK 4236 Download from usbank.com.	PTA Checking	321.50	321.50
<b>Total for Halloween Carnival Expense</b>						<b>\$321.50</b>	
Jogathon Expense							
02/01/2017	Check	4261	William Hunter	Graphic Art	PTA Checking	0.00	0.00
02/09/2017	Check	4264	Parrott Screen Printing		PTA Checking	1,400.00	1,400.00
02/09/2017	Check	4265	William Hunter	Marketing	PTA Checking	360.11	1,760.11
02/09/2017	Check	4266	Kettle & Stone		PTA Checking	440.00	2,200.11
02/13/2017	Check	4267	Craig Watelet		PTA Checking	1,317.50	3,517.61
02/15/2017	Check	4268	Juliete Davenport		PTA Checking	200.00	3,717.61
02/22/2017	Check	4271	Parrott Screen Printing		PTA Checking	2,157.91	5,875.52
<b>Total for Jogathon Expense</b>						<b>\$5,875.52</b>	
<b>Total for Fundraising Expenses</b>						<b>\$6,197.02</b>	
General and Administrative							
Accounting and Payment Processi							

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
02/10/2017	Expense		Intuit QB Payments	DEBIT PURCHASE - VISA INTUIT *QB Download from usbank.com. INTUIT *QB ONLIN800-286-6800CA	PTA Checking	39.95	39.95
<b>Total for Accounting and Payment Processi</b>						<b>\$39.95</b>	
Website and Email							
02/13/2017	Expense		Constant Contact	DEBIT PURCHASE - VISA CTC*CONSTA Download from usbank.com. CTC*CONSTANTCONT855- 2295506 MA	PTA Checking	40.00	40.00
<b>Total for Website and Email</b>						<b>\$40.00</b>	
<b>Total for General and Administrative</b>						<b>\$79.95</b>	
S.T.E.A.M. Programs							
S.T.E.A.M. Teachers' Salary and Art Program							
02/01/2017	Check	4262	Sarah Ekedal	February	PTA Checking	1,200.00	1,200.00
<b>Total for Art Program</b>						<b>\$1,200.00</b>	
Science Program							
Science Lab Coordinator							
02/01/2017	Check	4263	Elena Banks	January	PTA Checking	3,484.50	3,484.50
<b>Total for Science Lab Coordinator</b>						<b>\$3,484.50</b>	
<b>Total for Science Program</b>						<b>\$3,484.50</b>	
<b>Total for S.T.E.A.M. Teachers' Salary and</b>						<b>\$4,684.50</b>	
<b>Total for S.T.E.A.M. Programs</b>						<b>\$4,684.50</b>	
School and Staff Support							
Misc							
02/22/2017	Check	4272	Math Transformations		PTA Checking	3,900.00	3,900.00
02/22/2017	Check	4270	Patrice Shumaker		PTA Checking	100.00	4,000.00
<b>Total for Misc</b>						<b>\$4,000.00</b>	
<b>Total for School and Staff Support</b>						<b>\$4,000.00</b>	
<b>Total for Expenditures</b>						<b>\$14,961.47</b>	
<b>Net Ordinary Revenue</b>						<b>\$ -10,919.96</b>	
Other Revenue/Expenditure							
Other Expenditure							
Other Miscellaneous Expense							
02/15/2017	Check	4269	Grant Elementary School	Transfer Payments to 6th Grade Camp	PTA Checking	735.00	735.00
<b>Total for Other Miscellaneous Expense</b>						<b>\$735.00</b>	
<b>Total for Other Expenditure</b>						<b>\$735.00</b>	
<b>Net Other Revenue</b>						<b>\$ -735.00</b>	
<b>Net Revenue</b>						<b>\$ -11,654.96</b>	