

## May Overby PTA Meeting minutes 4/10/18

Members present: Jena German, Stacy Baumgartner, Haley Ellingson, Debbie Hepper, Tevan Newman, Mike Neubert, Heather Kleffman, Sonya LaMont, Samantha Foster

Meeting called to order at 7:05pm by Jena German.

Minutes from the February 2018 meeting were read; March meeting had been cancelled due to weather. Motion made by Samantha Foster to approve the minutes. Motion seconded by Heather Kleffman. All in favor, motion carried.

Financial report presented. As of 4/3/18, the balance of the savings account stands at \$6,546.95. As of 4/3/18, the balance in checking account was \$8,193.57. February payments included \$427.59 for fun night pizza and tootsie rolls and a withdrawal of \$500 for fun night cash. February deposits included \$.28 interest and \$2171 fun night deposit. March payments included \$161.84 for conference food and a withdrawal of \$200 for book fair money. Deposits included \$1690.53 for book fair money and \$.40 interest. Motion to approve the financial report was made by Debbie Hepper, seconded by Sonya LaMont. All in favor, motion carried.

### Old Business:

- Scholastic Dollar amount- right now have 1491.31 in dollars; our book fair did well. Rep called and said if we spent \$17 more we would earn 50% in credit, which would be 1375 Scholastic dollars. Stacy was going to contact the rep and order something for \$25 that could be used at the Student Council movie night on 4/20/18 as a door prize.
- Fun Night Report: Was a success! Would be nice to determine how many people walked through the doors. Started slow, but picked up. Dinner was a success, had enough food and drinks. We did not have SADD this year, but did have the PC football team helping and they were great. Would someone like to make a motion that we donate the \$150 we usually give to SADD to the PC team?
  - Debbie Hepper motioned to give the PC Football team the \$150, contingent on if they are able to receive donations; Samantha Foster seconded, all in favor, motion carried. Stacy will check with Melissa and Rebecca for contact person and if it is ok.

FUN NIGHT 2/24/18	
2/26/18 Cash/Check deposit	\$2,171.00
2/22/18 CWD 14 bags tootsie rolls	(\$82.75)
2/24/18 Domino's 40 Pizzas	(\$344.84)
2/22/18 less cash taken out of bank	(\$500.00)
prize room prizes	-
PC Football volunteers	(\$150.00)
<b>TOTAL FUN NIGHT FUNDS RAISED: \$1,093.41</b>	

- Melissa Zastrow was going to bring thank you notes to PTA to have everyone help sign, but could not attend the rescheduled meeting. She will get the thank you notes sent to the people who donated prizes.
- Would like to send home a PTA end of the year newsletter to students highlighting our year. Would be able to mention Facebook page and the success of our fun night, book fair, fall picnic, etc.
- Eight Elmer's 1680 CrayonPro Electric crayon sharpeners were ordered and delivered from Amazon. Wrote Stacy Baumgartner a check for \$234 as she purchased through Amazon.
- Conference food for staff was ordered after consulting with Jill and Mr Neubert. Ordered chicken, biscuits, mashed potatoes and gravy from Pizza Ranch (total was \$70.92) and 10 pizzas from Domino's (total \$90.92 with tip). Total lunch amount was \$161.84.
- Book Fair Update – see Scholastic Dollar mention on page 1; \$1375 in credit!
- Hepper confirmed that Box Tops are still being collected, but not Campbells.
- Used Sign Up Genius for Fun Night and Book Fair sign ups. Will continue to send home volunteer forms, but may adjust the forms to make sure they include a spot for email address as the app is very efficient for us to send notes and share info on volunteers.

#### New Business:

- Magazine Sales- Jena asked Mr Neubert about the magazine packets that got sent home looking for names/addresses of friends/family to send to. PTA's name is on there, wondering what the return rate was and if any money comes in for them because PTA does not see any. Mr Neubert said that it is pretty successful, yet school keeps the money, does not go to PTA.
- Final meeting of the year is May 1<sup>st</sup>. First meeting of next year is Tuesday, September 4<sup>th</sup>. Jena shared her idea, was looking for thoughts on having a PTA Membership Social/first meeting at a facility in town from 6 to 8 (meeting would go from 7 to 8)? Parents only. Could serve some food and beverages, possibly AmericInn breakfast area? Adult beverages could be purchased on their own at the Red Tap Pub --just something different could have a membership.
- Administrative Professionals day is April 25. Last year we gave Jill a gift, have \$40 budgeted. Heather Kleffman volunteered to put together a succulent arrangement and provide us with receipts so we can pay her back.
- PTA Officer voting. We need to vote next month on positions. Need President/Vice President, and a Treasurer. Rebecca Christiansen has agreed to do another year as secretary. The more hands on deck, the easier and faster we will be able to get our tasks done. Now that Jena and Stacy have gotten organized it will all go more smoothly.

#### Teacher's Report:

- Tevan Newman brought the notes on the 5<sup>th</sup> Grade Skating Party. Will be Monday, May 21<sup>st</sup> from 1230-230. Bus will be paid for by the school, \$7 per student. Jaspers- 22, Newman – 20, Rausch- 21, and Ayala five students plus five teachers would equal 73 x \$7 = \$511 approximately. Will give her a check made out to Skateaway and she will provide us with a receipt.

- Need help for track and field day on Friday, May 4th? Not sure yet, will discuss next meeting.
- Student Council movie night is Friday, April 20<sup>th</sup> from 6-8 PM.

#### Principal's Report:

- Does homework room need funding? As of meeting did not know, but Mr Neubert emailed the PTA on 4/12 and has enough money for the homework room from the Grant.
- Staff leaving at end of year are Boyer and Foster. ☹ Both positions have been filled.
- A couple of ideas for what we could spend PTA funds on:
  - 1. Short throw projector for the gym. Received quote from Josh Jensen in IT for \$2999. Sonya LaMont made a motion that PTA spend a maximum of \$3000 on the projector, Haley Ellingson seconded. All in favor, motion carried.
  - 2. Hallway water fountain (between office and gym) – replacement would be \$2000. Neubert believes Fuel Up to Play 60 has \$1000 to kick in to it, so looking for \$1000. Heather Kleffman motioned to spend \$1000 on the water fountain and Sami Foster seconded. All in favor, motion carried.
  - 3. The school district is buying iPads for all the elementary schools. K through 2<sup>nd</sup> will share a set and 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> will get their own. Will need 60 additional keyboards. Sonya LaMont made a motion that PTA purchase 30 of the keyboards for no more than \$1500. Debbie Hepper seconded. All in favor, motion carried.

If all projects are completed at the estimated amounts, PTA will spend \$5500.

#### Upcoming dates:

- Knight for a Princess Saturday, April 7
- Bullying Event at Good Shepherd Monday, April 16
- Literacy Day Thursday, April 26
- No School Monday, April 30
- Track & Field Day Friday, May 4
- Spring Concert Tuesday, May 8
- Last Day of School May 24- half day, no lunch.

No further business. Next Meeting is Tuesday, May 1st at the May Overby Library, 7pm. Mike Neubert made a motion to adjourn the meeting and Heather Kleffman seconded. Meeting adjourned at 8:08pm.

*Notes taken and typed by Jena German, co-president.*

*See budget page 4*

## May Overby PTA 2017-1018 Budget

8/31/17 Beginning Balance in Accounts:		
Checking	\$ 4,287.16	
Savings	\$ 1,544.23	
	<b>\$ 5,831.39</b>	
<b>EXPENSES</b>		
<b>Family Activities</b>		
Fun Night total	\$ 577.59	<i>estimated \$530 pizza, tootsies, SADD</i>
Donut Day	\$ 472.85	<i>estimate was \$720</i>
Movie Night	\$ 25.00	<i>estimate \$25</i>
<b>PTA School Expenses</b>		
Teacher Gifts	\$ 2,700.00	<i>18 classes, PE, music, art, 2 SPED, Enrich, Title 1, Counseling, Speech = \$2700</i>
Christmas & birthday books	\$ 640.50	
Red Ribbon Week	\$ 217.80	
Great American Fundraiser	\$ 13,350.40	
Fall Book Fair	\$ 1,055.64	
Spring Book Fair	\$ -	
JR Achievement Bowling	\$ 325.00	
Yearbooks	\$ -	
Principal Trust Fund	\$ -	<i>Homework room? Estimate 2000</i>
American Ed Week - (November)	\$ -	<i>Used Scholastic Credit last year</i>
5th Grade Skating Party	\$ -	<i>estimate x kids @\$6.00</i>
Reflections	\$ -	<i>n/a</i>
Destination Imagination	\$ -	<i>n/a</i>
Lifetouch	\$ -	<i>n/a {PTA does not pay a down payment}</i>
<b>PTA Expenses</b>		
City PTA dues	\$ 100.00	
AIM- PTA insurance	\$ 125.00	
State Memberships (\$4.25 x 94)	\$ 399.50	
School lunch borrowing	\$ -	
PTA classroom winner	\$ 25.00	
Fundraiser winner Pizza Party	\$ 29.10	<i>\$30 estimate</i>
Staff conference food	\$ 258.92	<i>(total year budget estimate \$450)</i>
Admin Professionals week (April-Jill)		<i>\$40 estimate</i>
Supplies: cards	\$ 10.01	
Hub City Parents event*	\$ 50.00	
*requested items, one time		
<b>TOTAL EXPENSES</b>	<b>\$ 20,362.31</b>	
<b>Income</b>		
Memberships (\$5 x 94 )	\$ 470.00	
Great American Fundraiser	\$ 24,111.35	
Schwan's Fundraiser	\$ -	
Receipts/Box Tops/Campbells, etc	\$ 152.11	
Fun Night	\$ 1,093.41	
Fall Book Fair	\$ 1,710.87	
Spring Book Fair	\$ -	<i>took credit</i>
monthly dividends	\$ -	
<b>TOTAL INCOME</b>	<b>\$ 27,537.74</b>	