

May Overby PTA Meeting Minutes 5/1/18

Members Present: Jena German, Stacey Baumgartner, Rebecca Christiansen, Melissa Zastrow, Lisa Jaspers, Michyl Cahoy, Mike Neubert, Samantha Foster

Meeting called to order at 7:07pm by Jena German

Minutes from the April 2018 meeting were reviewed. Motion made by Samantha Foster to approve the minutes. Motion seconded by Mr. Neubert. All in favor, motion carried.

Financial Report presented. As of 5/1/18, the balance of the savings account stands at \$6,546.95. The balance in checking account is \$6,473.33. April payments included \$16.06 to Melissa Zastrow for fun night supplies, \$234 to Stacy Baumgartner for crayon sharpeners. April deposits included \$.35 interest. Payment was also made for \$150 to PC Football for volunteering at Fun Night, and to Heather Kleffman for the administrative professionals gift for Jill. Motion made by Samantha Foster to approve the financial report, motion seconded by Mr. Neubert. All in favor, motion carried.

Note: Final budget worksheet for the 2017-2018 year will be completed at the end of May. This will be available for anyone interested in seeing it.

Old Business:

- **Scholastic Dollar amount:** \$2485.80
- Stacy and Jena updated all four PTA forms – the one for teachers, sign up form for parents, volunteer forms and the list of PTA/school events detail page. We are changing the format of that to streamline sign up for different events. We will continue to utilize Signup Genius. PTA is planning to send home a PTA end of the year newsletter to families highlighting our year. The goal is to have it done by May 15. In addition, we will provide more information to parents as to what a Room Parent is and what those responsibilities look like.
- 4.10.18 Meeting had a number of ideas that the PTA could spend money on. An update was provided.
 - 1. Short throw projector for the gym. Received quote from Josh Jensen in IT for \$2999. The PTA approve to spend a maximum of \$3,000 on this device. No update at this time.
 - 2. Hallway Water Fountain- The money is no longer needed.
 - 3. The school district is buying iPads for all the elementary schools. K through 2nd will share a set and 3rd, 4th, and 5th will get their own. The district will purchase 60, May Overby will purchase 30 and the PTA will purchase 30 as approved at the 4.10.18 meeting. Mr Neubert will keep us posted.

New Business:

- First meeting of next year will be Tuesday, September 11^h. We would like to have a Fall Meet & Greet/Membership Social at the AmericInn where we could have light hors d'oeuvres and drinks as well as prizes. Adult beverages can be purchased on their own at the Red Tap Pub. We would advertise the event the first few weeks of school. A proposal was brought forth to spend \$150 on the event. Motion made by Melissa Zastrow to approve up to \$150 on the event. Motion was seconded by Samantha Foster. All in Favor, Motion Approved
- Administrative Professionals day was April 25. Heather Kleffman was kind enough to make an arrangement for Jill and was reimbursed \$40 for supplies and time.
- Elections- all are two year terms. Rebecca Christiansen will remain secretary for one more year as she has completed one year of a two year term.
 - President- Jena German volunteered to be nominated for President. Melissa made a motion to approve this nomination. Samantha Foster seconded it. All in Favor. Motion Approved.
 - Vice President- Jena German nominated Stacy Baumgartner to serve as Vice President. Lisa Jaspers made a motion to approve this nomination. Samantha Foster seconded it. All in Favor. Motion Approved.
 - Treasure- Rebecca Christiansen nominated Melissa Zastrow to serve as Treasurer. Jena German made a motion to approved this nomination. Michyl Cahoy seconded it. All in Favor. Motion Approved.

Teacher's Report

- 5th Grade Skating Party is ready to go. PTA will have a check ready to assist with costs.
- Track and Field Day- May 4th- volunteers are still needed in the morning.
- Fall Open House will be Aug 20th.

Principal's Report

- NSU has been careful with safety where our students are concerned. APD has had a presence during dismissal times to ensure everyone is using the crosswalk. Dr. Downs and Thunder will be here Thursday.
- The elementary schools will be moving to Standard Based Grading for the 2019-2020 school year. It will show how students are mastering each skill level as opposed to letter grades.

Upcoming Events:

- Track & Field Day Friday, May 4
- Spring Concert Tuesday, May 8
- Talent Show Friday, May 18
- Kindergarten Park Day & Skateaway Day, May 21
- Awards Wednesday, May 23
- Last Day of School May 24- half day, no lunch

Next Meeting: September 11, 2018

Samantha Foster made a motion to adjourn the meeting and Melissa Zastrow seconded. Meeting adjourned at 7:58pm.

Minutes taken and typed by Rebecca Christiansen, Secretary.

Budget page 4 (as of 5/1/18)

| May Overby PTA 2017-1018 Budget | | |
|---|--------------------|---|
| <i>8/31/17 Beginning Balance in Accounts:</i> | | |
| Checking | \$ 4,287.16 | |
| Savings | \$ 1,544.23 | |
| | \$ 5,831.39 | |
| EXPENSES | | |
| Family Activities | | |
| Fun Night total | \$ 577.59 | <i>estimated \$530 pizza, tootsies, PC Football</i> |
| Donut Day | \$ 472.85 | <i>estimate was \$720</i> |
| Movie Night | \$ 25.00 | <i>estimate \$25 cash</i> |
| PTA School Expenses | | |
| 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 | \$ - | <i>voted to not pay for 5th grade 2017-18.</i> |
| Principal Trust Fund | \$ - | <i>Homework room was ok for 2017-18.</i> |
| American Ed Week - (November) | \$ - | <i>Used Scholastic Credit last year</i> |
| 5th Grade Skating Party | \$ 511.00 | <i>estimate =73 kids @\$7.00</i> |
| Reflections | \$ - | <i>n/a</i> |
| Destination Imagination | \$ - | <i>n/a</i> |
| Lifetouch | \$ - | <i>n/a {PTA does not pay a down payment}</i> |

| | | | |
|---------------------------------------|----|---------------------|---|
| PTA Expenses | | | |
| 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 | | | |
| TOTAL EXPENSES | | \$ 20,873.31 | |
| Income | | | |
| 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 | \$ | - | |
| TOTAL INCOME | | \$ 27,537.74 | |