



PTA Agenda 7/15/19

Motto: Every child. One voice.

Mission: The overall purpose of PTA is to make every child's potential a reality by engaging and empowering families and communities to advocate for all children.

Call Meeting to Order

- Meeting was called to order by Brittany Wells at 6:02 pm.

Quick Introduction

- Everyone to introduce themselves
 - We went around the table and briefly introduced ourselves.

Purpose of Meeting

- Vote in Remaining Board Members
 - Kathy Livengood - Principal
 - Andrea Bertole
 - Elizabeth Frost
 - Christina Gordon - Teacher Rep
 - Elizabeth Frost
 - James Hales
 - Melodie Hunsberger - Teacher Rep/Member at Large
 - Andrea Bertole

- Christina Gordon
- Sharmila Mekala - Audit Committee
 - Andrea Bertole
 - James Hales
- Jeannie Sollars - Advocacy Chair
 - Kathy Livengood
 - Melodie Hunsberger
- Jamie Ardnt - Nominating Committee
 - Andrea Bertole
 - Elizabeth Frost
- Roxanne Rosenberg - Member at Large
 - Roxanne was unable to attend the meeting. We will hold a vote at the next meeting.
- Erin Lewis - Member at Large
 - Andrea Bertole
 - James Hales
- All board members sign and turn in Conflict of Interest Form, BOE Acknowledgement Form, and Code of Ethics Form.
- Approval of Minutes from June 10, 2019 Meeting
 - Motion was made to approve minutes by James Hales
 - Motion was seconded by Jamie Ardnt
 - June 10, 2019 meeting minutes unanimously approved

- Budget
 - Audit Update
 - Audit set up for Monday 7/22/19
 - We have a meeting set up on 7/23/19 with the bank to remove Alysia's name from the cash checking signature card and add James Hales
 - Review Line items
 - As of June 30th. 25,856.08 carry over balance -add 164 to NCPTA
 - carryover
 - Some people at end of year, bought this years membership with that - we need to pay NCPTA \$4 for each. Cannot pay until July 1st since it is for this year. That's the reasoning for that line
 - We are projecting 1,500 in membership income
 - Invest projected income lowered to 12,000 with less students. We are also cutting back the line on expense for Invest
 - Business partnerships - marketing group for PTA - Cache - Goal \$32,000 -
 - Olympics - last years goal \$30,000. This year \$25,000 expense from \$4,000 to \$3,500
 - Carnival. Keep the inflatable cost the same, decrease the expense line.
 - Auction - \$7,000 income received last year. \$9,000 expected this year due to the late payment for the braces in last year's auction. Expenses were \$750 last year we are lowering this line to \$700 this year. Bidding Owl fees are the main expense.

- Screen On The Green - families come for free. There is a donation area to help cover costs. Typically generate \$200 in donations to help and cover costs.
- Book Fair - \$9,000 same as last year. \$9,500 expense last year. \$9,300 this year. Decrease of \$200 in book fair spending for the Fall. Spring Book Fair expense is depressing from \$5,300 to \$5,150.
- Edu Kits - everything has gone online this year. We are no longer taking in checks. The Edu Kit chair purchases a few extra Edu Kits for every grade to help people that have missed the deadline. We have received about \$200 in donations to go towards students in need of supplies. Everything within the Edu Kit line needs to be spent on school supplies only.
- Family Nights - \$1,200 income last year, same expected for this year. Expenses were \$600 last year and we are proposing an increase to \$1,000 for this year. Wanting to do some more with Family Nights to get new families involved. Possible outside educational entertainment.
- Fuss Free Fundraising. We made \$300 last year and are already expecting to make \$700 this year. We already have over \$400 in box tops and \$300 each from Lowes and Harris Teeter.
- Accountant - \$325 expense last year. Accountant fees increased to \$350 this year.
- Bank Fees - Here if we have any bounced checks or need to order more checks.
- PTA Insurance - this budget line is for June 2020 for the 2020-2021 school year
- PTA Admin expenses - any office supplies
- PTA Website and Emails- we had a former parent paying for our website and email cost. We will now be paying these fees. We are

going through options right now. We also have three email addresses that we will be paying for.

- Wake PTA Dues. \$50 year
- Artist In Residence. \$7,500 proposed last year - \$10,000 proposed for this year. The school has decided not to continue with Science Made Fun field trips. Changing the line name from Artist In Residency/ Storyteller to just Artist In Residency **Would it be possible to keep Science Made Fun for 5th grade due to the large expense for the D.C. Field Trip. \$1,122 estimated cost for that. *Brittany Wells will be looking into possible areas to shift budget to include this.
- Student agendas - from \$2,500 last year to \$2,200 this year.
- Teacher Led Clubs - we would like to fund both Science Olympiad teams.
- Library Fund - \$5,000 again this year.
- Field Trip Scholarship Fund- Same as last year.
- Talent Show Fund - Same as last year.
- Subscriptions - \$2,400 * Kathy has agreed to having the school cover this cost so this line item funding can be moved into Social and Emotional Support funding.
- Social and Emotional Support \$3,000
- Staff Support - \$8,500 last year PLT days - increase to \$10,000 because of the removal of early release days.
- Teach Fund - Grants - \$7,975 last year. \$8,050 this year - every teacher will receive \$175, including support.
- Specialist Fund - \$3,850 last year. \$2,700 this year. \$600 each specialist this year. Steps 2 Success - \$300

- Facilities Improvements - \$1,000 last year to \$500 this year. Board suggested removing this line item totally.
 - Staff Appreciation - \$3,000 to \$3,500.
 - PTA High Fives - Same budget of \$500
 - Staff Appreciation Events - Same budget of \$1,200 - track in treats, meals etc.
 - Teacher of the year and IA of the year - \$375 last year. \$400 this year - this line is here to send selected staff to banquets.
 - Years of Service gifts - \$100 last year. Closer to \$200 this year
 - Community - 5th grade celebration cakes \$150
 - Track Shirts - "Spirit Shirts" - \$5,000 - income set at \$100. We will once again offer them to family members
 - Backpack Buddies - donation to our community. \$9,000 last year. \$4,500 this year. We had a great Olympics return in 2018-19, so the donation money was earmarked.
 - Volunteer Appreciation - \$300. Same as last year
 - Parent Engagement. \$1,000 - Same as last year - adding social play dates on weekends this year
 - Technology - \$2,000 last year. Moved to \$6,000 to include the earmarked \$4,000 of last year
 - Subscription line will be removed as they will be paid through the school now - All Subscriptions (Brain Pop, Pebble Go - Kathy Livengood would like to move the \$2,400 to Social Emotional Support)
- Vote for approval to bring to General Meeting
 - Motion was made for budget approval by Melodie Hunsberger

- Motion was seconded by Jeannie Sollars
- The budget was unanimously approved to be brought to the PTA General Meeting
- BCES PTA Standing Rules
 - Implement a standing rule within our PTA unit to not allow students to participate in ballot votes.
 - The board unanimously voted to pass this rule.

Future Meetings

- Give handout of future meeting dates
- Plan to have “Open Door” meetings where all are welcome

Close Meeting

- Meeting was closed by Brittany Wells at 7:33 pm