

Matoaka Elementary School PTA Board Meeting

August 26th at 6:30PM – Media Center

- I. Call to Order** **Kristy Wall**
President called meeting to order at 6:38 pm.
- II. Quorum/Sign-In** **Kristy Wall**
- III. Secretary's Report** **Karen Talley**
- Approval of May 15, 2019 Minutes – Motion to approve minutes at presented by Angela Hennessey, Seconded by Sarah Deaver, All in favor
 - Approval of Standing Rules – Motion to approve Standing Rules at presented by Sarah Deaver, Seconded by Angela Hennessey, All in favor
- IV. President's Report** **Kristy Wall**
- National and State dues stayed the same. National PTA rolling out new Membership program - MemberHub
 - SHIP tasting – 2 in September 11th and 18th, 4 in October on Wednesdays. Will need lots of volunteers
 - New snack pantry and weekend backpack program – students in need, logistics being worked out, King of Glory providing all food to include fresh produce/fruit.
 - TV or digital sign placed at front foyer – rotating screen. Kristy is looking into this.
 - Recognize bus drivers at beginning of school year. Goody bag on the first Friday. Need a few volunteers.
 - Meeting days and times – possibly keep with third Wednesday.
- V. Treasurer's Report** **Jamie Heisler-Ibrahim**
- Audit fest – financials were reviewed at audit fest in July.
 - Budget – carried over \$18K. Working on now with Executive Committee. Copy attached.
 - Wedge – co-leaders – Spence and Newman – introducing hydroponics – need strong structure; Animals increased and would like to bring in more animals; and our school tortoise, Shelby needs a bigger pen. Increase to \$2K. Ace Hardware would be willing to help with a discount for supplies.
 - Rules and procedures – Jamie to send all an email with rules and forms. All forms are in the PTA cabinet in the office.
- VI. Principal's Report** **Andy Jacobs**
- Welcome to Year 13th and thank you for the summer work and support. Busy summer – summer school 500 students. Working hard to get school ready for next week.
 - New website – staff roster not uploaded – lots of new faces.
 - Faculty reps are Mrs. McFarland and Mrs. Henderson
 - 764 students but except a few to drop off
 - 2 full time school counselors
 - Full time ITRT – helps with instructional
 - Enhanced Parent Initiative – SeeSaw application
 - State level initiative – Tiered student support – behavioral and academic. MTSS – engaged in about 4 years. Included in Code of Conduct. Matoaka is going to utilize – 7 Habits of Happy Kids – teaching students expected behaviors. Keeping SOAR and Cardinal Tree while utilizing this new initiative. Copy attached.
 - Thank you for new teacher and staff t-shirts
- VII. Vice President Fundraising Report** **Katie Kunkel**
- Box Tops **TBD**
Going electronic – scan barcode. Still accepting cut outs.
 - Merchandise **Emily Pick**
Sold merchandise at Teacher luncheon. Reordered and will have lots to purchase at Open House on Thursday. Have online option to purchase. Promoting Spirit Fridays.
 - Shopping Programs **Ashley Floyd**
Harris Teeter \$130, Publix \$150, AmazonSmile \$30. Need to re-register Harris Teeter. Ashley suggested rolling Box Tops into shopping programs.
 - Spirit Nights **Sarah Deaver**
 - September 21st – Snow to Go

- ii. Bounce House
- iii. Chipotle – 20%
- iv. Papa Johns – teachers delivered pizza with parents driving
- v. Revolution Golf week – owner interested in working with
- vi. Would like to find some new ones
- vii. Need to put out yard signs and can use the new application, Seesaw

VIII. Vice President Programs Report

Alisa Smith

- a. Cultural Arts Stephanie Trogdon
 - i. Mad Science – September
 - ii. Pocahontas – October
 - iii. Something almost every month
- b. Family Fun Nights April Coleman
 - i. Holly Fork farm
 - ii. W&M football and basketball
- c. Garden Angela Hennessey
 - i. Monthly workdays during the summer and every week was adopted by a family this summer
 - ii. Improvements – green benches and working on yellow benches, numbers on raised benches, thermometer
 - iii. Fall garden clean up – September 21st from 3 – 4:30 pm
 - iv. Generous budget able to provide “Plants Interactive tags”
- d. Healthy Lifestyles Lisa Burton
- e. Helping Hands Becca Bruhl
 - i. Back to School supplies – 3 slots remaining on sign up genius
 - ii. Need volunteers to help assembly – 3 – 4 pm on Friday August 30th
 - iii. Halloween costumes, Thanksgiving dinner, Holiday gifts, 5th grade yearbooks
- f. Membership Kelly Bradley
- g. Reflections Rachel Sleeth
 - i. Working on submission date
 - ii. Will send home flyer - “Look Within”
 - iii. Hope to work with teachers more, possibly meld with 7 Habits of Happy Kids
 - iv. Incentive for classes involved
- h. Treats for Troops Leila Mufdi
- i. Veteran’s Day Events Rachel McCabe/Karen Tompkins

IX. Committee Reports

- a. Walk-a-Thon Katie Kunkel/Melinda Weaver
 - i. Friday, Oct 11th in the afternoon. Reaching out to businesses for prizes and sponsors. All students who contribute at least \$1 entered into a drawing, prizes for most class participation, grade participation
 - ii. Sports theme
 - iii. Will work on same DJ
- b. Carnival **TBD**
- c. Dads/Moms **TBD**
 - i. Something for moms – suggestions for a Mom event – Movie with Moms
 - ii. Dad’s Breakfast
 - iii. Fire & Flick
- d. Decorating Shannon Wardwell
Thank you for decorating for the teacher lunch.
- e. Hospitality Kelly Hafl
 - i. Teacher Appreciation Week **TBD**
- f. Communication Executive Board
 - i. Newsletter Rachel McCabe
 - ii. Bulletin Board Nichole Furey
 - iii. Website Ally Younica
 - iv. Room Mom Coordinator Emily Shuck

- v. Social Media Jamie Heisler-Ibrahim/Kristy Wall
- vi. School Directory Katherine Dabney
 - a. Flyer to be posted
 - b. Would like to move on this as soon as possible
 - c. Deadline for submission October 18th
- vii. Yearbook Alisa Smith/Karen Talley
 - a. Candid – concerns with last year Yearbook. Mr. Jacobs to set up meeting with company.

X. New/Unfinished Business

XI. Adjourn – Meeting adjourned at 8:06 pm

Matoaka Elementary School PTA FY 2019 Budget Report

MoneyMinder total bank balance at beginning of financial year (07/01/2019)			\$18,045.11
A. Membership	Budgeted Income	Budgeted Expenses	Budget Net
Local Dues	\$700.00	-\$700.00	-
Enrichment Contribution	\$300.00	-	\$300.00
A. Membership Totals	\$1,000.00	-\$700.00	\$300.00
B. Fundraising Committees	Budgeted Income	Budgeted Expenses	Budget Net
Box Tops	-	-\$150.00	-\$150.00
Merchandise	\$7,000.00	-\$8,000.00	-\$1,000.00
Shopping Programs	\$600.00	-\$25.00	\$575.00
Spirit Nights	\$1,000.00	-	\$1,000.00
Spring Carnival	\$8,000.00	-\$6,000.00	\$2,000.00
Walk-a-Thon	\$20,000.00	-\$1,500.00	\$18,500.00
B. Fundraising Committees Totals	\$36,600.00	-\$15,675.00	\$20,925.00
C. Program Committees	Budgeted Income	Budgeted Expenses	Budget Net
Cultural Arts	-	-\$5,360.00	-\$5,360.00
Family Fun Nights	-	-\$50.00	-\$50.00
Garden	-	-\$1,500.00	-\$1,500.00
Healthy Lifestyles	-	-\$650.00	-\$650.00
Hospitality	-	-\$1,750.00	-\$1,750.00
Matoaka Parents Events	-	-\$2,300.00	-\$2,300.00
Reflections	-	-\$250.00	-\$250.00
School Directory	-	-\$50.00	-\$50.00
Teacher Appreciation Week	-	-\$1,000.00	-\$1,000.00
Veterans Day	-	-\$500.00	-\$500.00
C. Program Committees Totals	-	-\$13,410.00	-\$13,410.00
D. Communications Committees	Budgeted Income	Budgeted Expenses	Budget Net
Bulletin Board/Publicity	-	-\$50.00	-\$50.00
Yearbook	\$900.00	-\$50.00	\$850.00
D. Communications Committees Totals	\$900.00	-\$100.00	\$800.00
E. Administrative Expenses	Budgeted Income	Budgeted Expenses	Budget Net
Admin Expenses/Software	-	-\$500.00	-\$500.00
Bank Charges	-	-\$400.00	-\$400.00
Insurance	-	-\$343.00	-\$343.00
New Fiscal Year Startup Expenses	-	-\$1,000.00	-\$1,000.00
PTA Council Dues	-	-\$75.00	-\$75.00

PTA Training	-	-\$700.00	-\$700.00
E. Administrative Expenses Totals	-	-\$3,018.00	-\$3,018.00
F. Other Expenses	Budgeted Income	Budgeted Expenses	Budget Net
5th Grade Promotion	-	-\$400.00	-\$400.00
Author in Residence	-	-\$1,000.00	-\$1,000.00
Back to School Night	-	-\$150.00	-\$150.00
Computer Programs	-	-\$3,300.00	-\$3,300.00
Field Day	-	-\$50.00	-\$50.00
Grandparents Day	-	-\$500.00	-\$500.00
School Beautification	-	-\$800.00	-\$800.00
School Gifts	-	-\$4,000.00	-\$4,000.00
School Musicals	-	-\$600.00	-\$600.00
Student Competitions	-	-\$75.00	-\$75.00
Wedge	-	-\$2,000.00	-\$2,000.00
F. Other Expenses Totals	-	-\$12,875.00	-\$12,875.00
G. Other Income	Budgeted Income	Budgeted Expenses	Budget Net
Interest Income	\$2.00	-	\$2.00
Treats for Troops	\$191.00	-	\$191.00
G. Other Income Totals	\$193.00	-	\$193.00
Passthroughs	Budgeted Income	Budgeted Expenses	Budget Net
State/National Dues -Passthrough	-	-	-
Passthroughs Totals	-	-	-
Grand Totals			
	\$38,693.00	-\$45,778.00	-\$7,085.00
Projected bank balance if on budget			\$10,960.11

The 7 Habits of Happy Kids



HABIT 1 Be Proactive: *You're In Charge*

I am a responsible person.

I take initiative.

I choose my actions, attitudes, and moods.

I do not blame others for my wrong actions,

I do the right thing without being asked, even when no one is looking.



HABIT 2 Begin with the End in Mind: *Have A Plan*

I plan ahead and set goals.

I do things that have meaning and make a difference.

I am an important part of my Classroom and school.



HABIT 3 Put First Things First: *Work First, Then Play*

I spend my time on things that are most important.

I say no to things I know I should not do.

I set priorities, make a schedule, and follow my plan.

I am self-disciplined and organized.



HABIT 4 Think Win-Win: *Everyone Can Win*

I want everyone to be a success.

I don't have to put others down to get what I want.

When a conflict happens, I look for a third solution.

I believe that we all can win!



HABIT 5 Seek First to Understand Then to be Understood:

Listen Before You Talk

I listen to other people's ideas and feelings.

I try to see things from their viewpoints.

I listen to others without interrupting.

I share my opinions and ideas.



HABIT 6 Synergize: *Together is Better*

I know that everyone is good at something.

Everyone needs to get better at something.

We can all learn something from each other.

Working in groups helps to create better ideas than what one person can do alone.



HABIT 7 Sharpen the Saw: *Balance Feels Best*

I take care of my body by eating right, exercising and getting sleep.

I learn in lots of ways and lots of places, not just at school.

I take time to help others.