

Matoaka Elementary School PTA General Membership Meeting Minutes

October 9th at 7:00PM – Media Center

I. Call to Order

Kristy Wall

Meeting called to order 7:06 pm

II. Quorum/Sign-In

Kristy Wall

Members present: Kelly Bradley, Becca Bruhl, Amy DellaPosta, Ashley Floyd, Nichole Furey, Jamie Ibrahim, Andy Jacobs, Katie Kunkel, Maureen McFarland, Elizabeth Pell, Emily Pick, Rachel Sleeth, Alisa Smith, Karen Talley, Kristy Wall. Quorum met

III. Secretary's Report

Karen Talley

- a. Motion to approve April 17, 2019 minutes as presented by Alisa Smith, Seconded by Nichole Furey, All in Favor
- b. Motion to approve September 19, 2019 minutes as presented by Alisa Smith, Seconded by Amy Della Posta, All in Favor

IV. President's Report

Kristy Wall

- a. SHIP Tasting – lots of squash and red skin potatoes
- b. Picture Day – November 8th, need 3 volunteers
- c. TV Message board for communication in front foyer– District is paying for it
- d. Mom event with Penguin Patch – 2 weeks before winter Holiday. Host a Mom event one evening that week. Wrapping station possibly provided by SCA
- e. PTAC meeting – survey about an earlier school calendar – 87 out of 132 are starting before Labor Day. Needs to be a consensus amongst all the local districts. Pros – more SOL time, first semester break before Christmas. School Board – capital plan improvement plan – 2023 build 10th elementary school, 9 are at 98% capacity. Five-year plan – expanding high school Warhill and Jamestown HS. SPED Advisory Committee – monthly meetings, 2nd Thursday of each month, 6:30 – 8 pm at Rec center.

V. Treasurer's Report

Jamie Heisler-Ibrahim

- a. \$12,500 Income for the year – attributed to merchandise.
- b. Need to increase merchandise budget and possibly increase prices of items. Increase t-shirt prices from \$12 to \$15. Motion made by Katie Kunkel, seconded by Emily Pick to increase merchandise budget by \$1,500 to cover re-order. Consider offering a prize for Friday for students who wear spirit wear.
- c. Carryover – spent \$15k already this year so need to have available cash.

VI. Principal's Report

Andy Jacobs

- a. Teacher Rep to PTA is Maureen McFarland
- b. Thank you for Healthy snacks (veggies) in cafeteria, Culture Arts – Mad Science, Computer software, Field trips – 4th grade trip.
- c. Currently at 760 students.
- d. How is Seesaw? Seems to be working well.
- e. Idea from Clara Byrd – posting PTA meetings on Facebook.

VII. Vice President Fundraising Report

Katie Kunkel

- a. WAT
Katie Kunkel
 - i. Over \$9k including business sponsors, prized donated by local businesses
 - ii. Sports theme/Matoaka spirit wear
- b. Merchandise
Emily Pick
- c. Shopping Programs/Box Tops
Ashley Floyd
 - i. Digital box tops – not sure how to figure out if we have any users
 - ii. Target Circle – possibly attach to a school
- d. Spirit Nights
Sarah Deaver
 - i. Sno-to-Go – raised \$215
 - ii. Menchies – Thursday November 7th

- iii. Revolution Golf & Grill – November
- iv. Chick-fil-A – December
- v. Bounce House – January – February

VIII. Vice President Programs Report

- | | |
|--|---|
| a. Cultural Arts | Alisa Smith
Stephanie Trogdon |
| b. Family Fun Nights | April Coleman |
| i. W&M Football game was a success – students got to be on the field when players came out | |
| c. Garden | Angela Hennessey |
| i. The September garden clean-up was a success and two more are planned – Saturday, October 19th and November 9th, both from 3:00-4:30 pm. In September we weeded and harvested the summer vegetables and started filling the raised beds with fresh compost. Planted broccoli and Brussels sprouts in bed #2; spring tulip bulbs have been ordered and should arrive mid-October and will be planted in bed #6. If there is an interest, I would love some little hands helping me plant the 100+ bulbs. I offered this project up to Mr. Cottingham and Mrs. Fiegl (our new MES 4th grade teacher garden gurus) to see if any classes were interested. | |
| d. Healthy Lifestyles | Lisa Burton |
| e. Helping Hands | Becca Bruhl |
| i. Halloween costumes closet | |
| ii. Backpacks – going home on Friday. 10 families interested. Picked up food from King of Glory. Every Thursday parent volunteer will bring in fresh produce (gift cards provided by King of Glory). | |
| iii. Snack program – abundance of snack support. Working with teachers on which students need snacks. | |
| f. Membership | Kelly Bradley |
| i. Current membership 286 members | |
| g. Reflections | Rachel Sleeth |
| i. Due date – October 16 th | |
| ii. \$30 Amazon gift card for Teacher with the most participants | |
| h. Treats for Troops | Leila Mufdi |
| i. Pediatric Dental Specialties of Williamsburg – boxes available week after Halloween | |
| i. Veteran’s Day Events | Rachel McCabe/Karen Tompkins |

IX. Committee Reports

- | | |
|--|-----------------------------------|
| a. Walk-a-Thon | Katie Kunkel/Melinda Weaver |
| b. Dad’s Breakfast | TBD |
| i. October 25 th | |
| ii. Need help with donations from local grocery stores, Manhattan Bagels | |
| iii. Bagels, mini doughnuts, fresh fruit, coffee, milk, juices | |
| iv. Over 500+ dads and students | |
| v. Dads to visit classrooms | |
| c. Decorating | Shannon Wardwell |
| d. Communication | Executive Board |
| i. Newsletter | Rachel McCabe |
| 1. Went live yesterday via Peachjar | |
| ii. Bulletin Board | Nichole Furey |
| iii. Website | Ally Younica |
| iv. Room Mom Coordinator | Emily Shuck |
| 1. Notice went out to room parents about expectations | |
| v. Social Media | Jamie Heisler-Ibrahim/Kristy Wall |
| vi. School Directory | Katherine Dabney |
| 1. Due October 18th | |

X. New/Unfinished Business – Discount card fundraising – very profitable. Possibly use the funds for an outdoor grill/kitchen. Help with class parties and events.

XI. Adjourn – 8:27 pm

Matoaka Elementary School PTA FY 2019

Traditional Income Statement

07/01/2019 - 06/30/2020

Income	Amount	Annual Budget	Variance
Enrichment Contribution	\$98.00	\$300.00	-\$202.00
Interest Income	\$0.45	\$2.00	-\$1.55
Local Dues	\$407.25	\$700.00	-\$292.75
Merchandise	\$5,488.00	\$8,000.00	-\$2,512.00
Shopping Programs	\$215.01	\$600.00	-\$384.99
Spirit Nights	\$0.00	\$1,000.00	-\$1,000.00
Spring Carnival	\$0.00	\$8,000.00	-\$8,000.00
State/National Dues -Passthrough	\$1,068.75	\$0.00	\$1,068.75
Treats for Troops	\$0.00	\$185.00	-\$185.00
Walk-a-Thon	\$5,219.00	\$20,000.00	-\$14,781.00
Yearbook	\$0.00	\$870.00	-\$870.00
Total Income	\$12,496.46	\$39,657.00	-\$27,160.54
Expenses	Amount	Annual Budget	Variance
5th Grade Promotion	\$0.00	-\$400.00	-\$400.00
Admin Expenses/Software	-\$159.00	-\$500.00	-\$341.00
Author in Residence	\$0.00	-\$1,000.00	-\$1,000.00
Back to School Night	-\$104.81	-\$150.00	-\$45.19
Bank Charges	-\$123.27	-\$400.00	-\$276.73
Box Tops	\$0.00	-\$50.00	-\$50.00
Bulletin Board/Publicity	\$0.00	-\$50.00	-\$50.00
Computer Programs	-\$4,300.00	-\$4,300.00	\$0.00
Cultural Arts	-\$1,630.00	-\$5,360.00	-\$3,730.00
Garden	\$0.00	-\$1,500.00	-\$1,500.00
Grandparents Day	\$0.00	-\$500.00	-\$500.00
Healthy Lifestyles	\$0.00	-\$650.00	-\$650.00
Hospitality	\$0.00	-\$1,750.00	-\$1,750.00
Insurance	-\$343.00	-\$343.00	\$0.00
Local Dues	-\$100.00	-\$100.00	\$0.00
Matoaka Parents Events	\$0.00	-\$2,000.00	-\$2,000.00
Merchandise	-\$7,014.97	-\$8,000.00	-\$985.03
New Fiscal Year Startup Expenses	-\$229.46	-\$500.00	-\$270.54
PTA Council Dues	\$0.00	-\$75.00	-\$75.00
PTA Training	\$0.00	-\$500.00	-\$500.00
Reflections	\$0.00	-\$200.00	-\$200.00

School Beautification	\$0.00	-\$800.00	-\$800.00
School Gifts	-\$1,454.80	-\$5,000.00	-\$3,545.20
School Musicals	\$0.00	-\$600.00	-\$600.00
Spirit Nights	\$0.00	-\$25.00	-\$25.00
Spring Carnival	\$0.00	-\$6,000.00	-\$6,000.00
Teacher Appreciation Week	\$0.00	-\$1,000.00	-\$1,000.00
Veterans Day	\$0.00	-\$500.00	-\$500.00
Walk-a-Thon	-\$115.10	-\$1,500.00	-\$1,384.90
Wedge	-\$175.00	-\$2,000.00	-\$1,825.00
Total Expenses	-\$15,749.41	-\$45,753.00	-\$30,003.59
Net	-\$3,252.95	-\$6,096.00	\$2,843.05