



June 1, 2020
Minutes - PAC Meeting

Board Members:

Gayle Olmstead, President	Gayle Olmstead, Interim Treasurer
Michelle Leineke, Co-VP	Emily Lambert, Fundraising/SCRIP Coordinator
Ail Hurst, Co-VP	Julie Malmberg, Co-Outreach Coordinator
Ande Golden, Secretary	Cassidy Wennesheimer, Co-Outreach Coordinator

Staff Invitees:

Jill Godtland, Site Administrator	Amber Sutton, Site Administrator
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Topic	Owner
1. Call to Order- 2:06pm	Cassidy
2. Interim Treasurer	Cassidy
<ul style="list-style-type: none"> a. Amber has agreed to help as interim treasurer until fall. She has met with Gayle to discuss budgeting. b. Advertise at in the fall for a permanent replacement 	
3. Budget planning/discussion	Cassidy
<ul style="list-style-type: none"> a. Will still need to discuss with Jill what the school is looking for from PTO for next years budget b. Building improvement and beautification most important for money disbursement in the upcoming year c. Expecting lower enrollment due to COVID d. Art Show: <ul style="list-style-type: none"> 1. Total to be around \$10,000 to \$11,000 from online auction 2. Hoping it will still cover music and art program for the year 3. Music was supposed to be turned over to the school this year. Waiting to find out if it is. e. Budget Breakdown: <ul style="list-style-type: none"> 1. Fundraising: <ul style="list-style-type: none"> a) Jogathon- \$10,000 <ul style="list-style-type: none"> - biggest event of the year - donation based: if 200 people went in at \$50 we could meet the goal with possible donations for those families that can give more- maybe a plaque for the biggest donor 	

- will need to look much different this year than in past
 - Maybe a community auction different than art auction
 - exercise challenges or dance- classroom zoom competitions to involve everyone and make it over a week long time frame, each jumping jack could be a dollar or something
 - Dunk tank or pie in the face event with online bidding

b) Dining out \$500

- 5 scheduled- need to check in to see if we can have

c) Roller King \$500

d) Harvestfest \$0

e) Barnes and Noble \$800

- this goes to school as part of the one school one book
- comes as a gift card and hasn't made as much in the past few years

f) Yearbook \$0

g) Candy Gram \$500

- marked for field trip help

h) Penny Wars \$1000

i) See's Candy \$200

- made more this year, number to be adjusted

j) Chick-fil-a \$500

k) SCRIP \$1000

- possibly move this over to all electronic

l) Various others \$1000

- mandarins- maybe add but it has been losing more every year

m) other ideas

- Booth event- set up for Etsy shop owners to share and sell
- Parents night out
- Host a site beautification event- can be social distant event with time slot signups, donate time instead of money
- Sing-a-thon or talent show

- Premade back to school bundles sold on myschoolbucks for back to school ease and to make sure we can get the supplies- Rachel to bulk order supplies
- Parking spot raffle

2. Expenses

a) Kindergarten shirts	-\$500
b) Childcare for PTO	-\$200
c) General administration	-\$2000
- from last year's number- taxes, checks, insurance etc.	
d) Storage	-\$1000
- need to see about getting a smaller unit, this number may change	
e) Scholarships	-\$2000
- to cover hardships for field trips	
- field trips may not happen at all this year	
f) Graduation	-\$300
g) Field Day	-\$1000
h) Fun Friday	-\$500
i) New campus playground	-\$10000
j) Classroom fund	-\$10000

- need a survey to teachers to find out how much they want in the fund

- many teachers feel that they could get less so the money can go towards building improvements, but PTO needs to find out from the teachers first

- some teachers have money rolling over that was not used from the 2019-2020 school year and may be willing to turn the money over to building improvements

- Survey to teachers:

- Allocated amount of \$500
- Do they want to keep balance from last year
- New balance plus last year balance to stay
- Donate extra balance to campus
- Say in survey that they can always petition for more

3. General Fund- \$55,412.50

a) this fund is set up with a cushion to be used for new building improvements and we have been adding to the cushion for that reason.

4. VAPA

\$31,149.55

- a) art auction smaller this year with only \$10,000-\$11,000 donations
- b) music and art were together last year, but music was to be separated out this year- ask Jill to verify
- c) will need enough at next years auction to keep music on the 2021-2022 budget plan
- d) \$41,950 is total music/art budget
- e) move money into the account set up for VAPA

4. Takeaway:

- a. Add numbers need to change
- b. Teacher survey out before next meeting to find out about budget
- c. Narrow down budget and exec board meeting in July to vote on budget at August exec board meeting before general meeting
- d. At first of July, will need to get signing privileges changed over- need an agenda with new positions on them
 - i. Signers- Amber, Cassidy, Rachel (with approval)
 - ii. Emily motioned to approved Amber 2nd motion approved

5. Thank you for attending; 3:15 pm meeting adjourned

Cassidy