

# **Briarcliff Elementary PTA**

## **MEETING MINUTES**

February 2, 2020

### **1. Call to Order**

Amy Dexheimer called to the meeting to order at 7:04 pm on 2.2.2021 on our Google Meet. Approximately 19 people were in attendance

### **2. Approve Minutes from last meeting**

Mimosa Hines made a motion to approve the minutes from December, Melissa Raasch seconded the motion

### **3. Treasurer's Report (Melissa Raasch)**

- Revised budget is attached
- Hospitality raised about \$1600 in funds from parents, but has already spent \$1200
- Soder is still deciding about what to do with her library funds
- We've made about \$1300 from spirit nights this year with one outstanding check to deposit (from Chick-fil-A)
- No teacher grants this year unless we resume school and have the opportunity to have a real fundraiser

### **4. Hospitality Report (Lindsey/Fiona/Krystle)**

- Teacher holiday luncheon was a great success
- February plan is to help Mrs. Nelson with purchase of bundt cakes for each teacher; will send out another ask to parents to raise these funds
- Everything now has to be store bought and individually packaged; teachers can't eat together at all
- Kelly Trimyer offered indiv. Donuts for future use if needed
- Ask teachers for their favorite places, things, etc. in anticipation of Teacher Appreciation Week (Mrs. Nelson)

### **5. Yearbook (Gayle Manzer/Mrs. Nelson)**

- Teachers should be starting to ask parents to submit student photos to be put together in a collage sort of way to represent grade levels
- Perhaps we could do an art contest for the cover art
- Mrs. Hagwood is the lead teacher on this
- Ask about 5<sup>th</sup> grade involvement (Gayle Manzer)
- Could Mrs. Liddelow spearhead the art cover contest? (Mrs. Nelson)

### **6. Cultural Arts (Gayle Manzer)**

- “Little Red Riding Hood” will be available to watch 2/22-3/5
- Gayle Manzer is open to input on future performances (2 remaining)
- It was asked if all students are having the chance to watch these performances with their classes; some parents said yes & no
- Mimosa Hines asked Mrs. Nelson to remind teachers to make sure kids have the opportunity to view the performances

## **7. Spirit Nights Report (Krystle Nelson)**

- Chick-fil-A brought in \$145 from January (much lower than previous event with them); it was agreed upon that we may not want to use them again because of the small margin and required use of app to order food
- Next event will either be V Pizza or Taziki's
- If anyone has other suggestions on places that can handle large amounts of curbside pickup, please let Krystle know
- Could we look into some other alternatives: Dairy Queen, Brusters, GrubHub or DoorDash

## **8. Membership (Daniela Worden)**

- no updates

## **9. Book Fair (Crystal Holladay)**

- Will be held May 3-7, details TBD, but it will be a BOGO for students-- not a huge moneymaker, but benefits the kids

## **10. Spring Fling/Online Auction (Jacquelyn White)**

- Jacquelyn has been reaching out to the donators with expiration dates
- WE have a solid 20 items to auction (not enough)
- We will use an online bidding system; still deciding on best one
- Need to solicit possible donations from parents—unopened items or goods & services
- Meet with Amy & Melissa to choose auction software ((Jacquelyn))
- Blast out call for item donations (Mimosa)

## **11. Advocacy (Michelle Craig)**

- There is a We Heart Public Schools Tour happening throughout the state right now; Raleigh event just passed
- There is a need to advocate for teacher vaccinations
- Could blast out We Heart Public School event details

## **12. Principal's Report (Mrs. Nelson)**

- School Board just voted on returning to in-person school beginning Feb. 17. Everyday for K-3, three-week rotations for 4-5 grades
- Teacher assignments and daily schedules might change; cohort info will be mailed out toward end of week
- School is ready; only challenge remaining is how to handle lunch; some classrooms aren't big enough
- Some teachers will be live streaming classes
- Overall, attendance during this month of forced remote learning has been very good (87%)

### **13. Announcements/Other**

- Cafeteria workers and bus drivers are working very hard every day; is there a way to recognize them somehow?
- It was suggested that Kelly Trimyer's offer of donuts could be used for these staff next week during Bus Driver Appreciation Week
- Mrs. Nelson mentioned that parents shouldn't bother with donating sanitizer/cleaning supplies to their teachers because of strict regulations from the state on what they can use
- Find out how many staff need to be recognized next week and coordinate with Kelly. (Mimosa)

### **14. Closing**

Amy Dexheimer adjourned the meeting at 7:59 p.m. The next PTA meeting will be on 3/2 at 7pm (same google meet)

Budget Item	Budget			Actual			Variance			Comparison to Budget	Status	Notes
	Revenue	Expense	Net	Revenue	Expense	Net	Revenue	Expense	Net			
<b>Operations</b>												
Membership PTA Dues	\$ 800	\$ 500	\$ 300	\$ 904	\$ 456	\$ 448	\$ 104	\$ (44)	\$ 148			96 members as of 10/31
Insurance	\$ -	\$ 310	\$ (310)	\$ -	\$ 310	\$ (310)	\$ -	\$ -	\$ -			
Operations / Administration / Gifts	\$ -	\$ 1,250	\$ (1,250)	\$ -	\$ -	\$ -	\$ -	\$ (1,250)	\$ 1,250			
<b>Total Operations</b>	<b>\$ 800</b>	<b>\$ 2,060</b>	<b>\$ (1,260)</b>	<b>\$ 904</b>	<b>\$ 766</b>	<b>\$ 138</b>	<b>\$ 104</b>	<b>\$ (1,294)</b>	<b>\$ 1,398</b>			
<b>Students</b>												
Cultural Arts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Agendas	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
School Clubs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$200 - Garden/Running/Craftivity, \$100 - Student Council/Safety Patrol/Yearbook/Book in a typical year
Battle of the Books	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
<b>Total Students</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>			
<b>Teachers / School</b>												
Teacher Grant (\$200/teacher & \$300/specialist)	\$ -	\$ -	\$ -	\$ -	\$ 68	\$ (68)	\$ -	\$ 68	\$ (68)			
Library Grant	\$ -	\$ 1,500	\$ (1,500)	\$ -	\$ -	\$ -	\$ -	\$ (1,500)	\$ 1,500			
Awards Banquets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Hospitality	\$ -	\$ -	\$ -	\$ -	\$ 1,600	\$ 1,230	\$ 370	\$ 1,600	\$ 1,230	\$ 370		
Landscaping/Grounds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Principal's Fund	\$ -	\$ -	\$ 1,000	\$ (1,000)	\$ -	\$ 1,000	\$ (1,000)	\$ -	\$ -			
Art Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
<b>Total Teachers / School</b>	<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ (2,500)</b>	<b>\$ 1,600</b>	<b>\$ 2,297</b>	<b>\$ (697)</b>	<b>\$ 1,600</b>	<b>\$ (203)</b>	<b>\$ 1,803</b>			
<b>Events / Fundraising</b>												
Corporate Gifts	\$ -	\$ -	\$ -	\$ 118	\$ -	\$ 118	\$ 118	\$ -	\$ 118			Harris Teeter VIC, Amazon Smile, etc.
Briarcliff Fundraiser Challenge	\$ -	\$ -	\$ -	\$ 1,234	\$ -	\$ 1,234	\$ 1,234	\$ -	\$ 1,234			
Fall Fest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Book Fair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Spring Fling	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
GoPlaySave	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Spirit Nights	\$ -	\$ -	\$ -	\$ 1,339	\$ -	\$ 1,339	\$ 1,339	\$ -	\$ 1,339			
Spirit Booth	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Spirit Wear	\$ -	\$ -	\$ -	\$ 1,259	\$ 836	\$ 423	\$ 1,259	\$ 836	\$ 423			
Art by Me	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Other	\$ -	\$ -	\$ -	\$ -	\$ 4,678	\$ (4,678)	\$ -	\$ 4,678	\$ (4,678)			\$1004 for teacher workroom/cleaning supplies, \$1019 for PebbleGO, \$2655 for BrainPOP
<b>Total Events / Fundraising</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,950</b>	<b>\$ 5,514</b>	<b>\$ (1,565)</b>	<b>\$ 3,950</b>	<b>\$ 5,514</b>	<b>\$ (1,565)</b>		
<b>GRAND TOTAL</b>	<b>\$ 800</b>	<b>\$ 4,560</b>	<b>\$ (3,760)</b>	<b>\$ 6,454</b>	<b>\$ 8,578</b>	<b>\$ (2,124)</b>	<b>\$ 5,654</b>	<b>\$ 4,018</b>	<b>\$ 1,636</b>			

	Budget	Actual - 2020-2021 School Year
Starting Balance	\$ 25,620.70	\$ 25,620.70
2019-2020 Budget Excess / (Deficit)	\$ (3,760.00)	\$ (2,123.84)
Petty Cash Balance	\$ -	\$ -
Ending Balance	<b>\$ 21,860.70</b>	<b>\$ 23,496.86</b> Balances to 1/31/21 Bank Statement
Excess / (Deficit) from Minimum *	<b>\$ 6,860.70</b>	<b>\$ 8,496.86</b>

\*Goal is to maintain at least \$15,000 in the account at all times.