

# PRAIRIE VIEW ELEMENTARY PTO

## April 2016 General Meeting Minutes

**Date, Time and Location:** Monday, April 11, 2016 at 6:30 p.m. in the Library

**Meeting called to order by** President Nicole Adams at 6:30 p.m.

**Board members present:** Nicole Adams, Joann Husted, Rebecca Selby, Gina Bemis, Cara Spink, Sarah Kingrey and Paige Agidius

**Staff members present:** Dr. Irene Gonzales, Janis Northrop

**Please note commonly used abbreviations:**

**PVE** = Prairie View Elementary, **PTO** = Parent Teach Organization, **PVPTO** = Prairie View PTO, **FB** = Facebook

**Nicole Adams**, President, opened with greetings and introductions.

Nicole asked for a motion to approve March 2016 meeting minutes.

- *Motion by Joann Husted to approve March 2016 meeting minutes.*  
*Seconded by Cara Spink*  
**Result: Pass**

**FUNDRAISING REPORT:** Paige Agidius, Chairperson

- **Red Robin Burgers for Better Schools**
  - Paige described this program. PVE is set-up with Red Robin Royalty program. For the month of April PVE will receive 5% back instead of the normal 1%.
- **Tuesday at Twigs** – proceeds earned for March = \$37.00
  - Future Tuesday at Twigs dates: 4/26 and 5/31
- **Apex Fund Run** – Administrative meeting scheduled for 4/14 at 8:30 am.
  - Apex Fund Run program scheduled for May 9-20<sup>th</sup>. Actual run on 5/20.

**VOLUNTEER AND PROGRAMMING REPORT:** Sarah Kingrey, Chairperson

- **National Volunteer Appreciation Week:** April 12-18<sup>th</sup>
  - **THANK YOU TO ALL OUR PV VOLUNTEERS!**
  - Thank you to Beckie Selby - Grandparents Day
  - Thank you to Paige Agidius – Community Reads
  - Thank you to Sarah Kingrey and Andrea Adams – Scholastic Book Fair
  - Thank you to Joann Husted – Staff Appreciation
- **Staff Appreciation Week:** Last week of April
- **MoMMA Art Show:** May 5<sup>th</sup>, 6-8 pm
- **School Supply Drive** – School supply drive scheduled during Staff Appreciation Week

**TREASURER'S REPORT:** Gina Bemis and Cara Spink, Co-treasurers

- Gina reported on the Financial Report and Balance Sheet through April 10, 2016.
  - Gina reported there is funds still not spent from previous grant requests
  - Grade levels need to commit by May 1<sup>st</sup> what grant dollars are spent

- Treasurers will communicate with each grade level regarding spending
  - **Jump Rope for Heart** – earned approximately \$7,000 in donations.
  - **Update on Headsets** – Dr. G confirmed that between PTO and Mead School District funding, every COW cart has new headphones.
- *Motion by Joann Husted to approve Financial Report up to April 10, 2016.*  
*Seconded by Sarah Kingrey*  
**Result: Pass**

**PRINCIPAL'S REPORT:** Dr. Irene Gonzales, Principal

- Dr. Gonzales discussed the possibility of a pilot program moving next year's 6<sup>th</sup> graders to Northwood Middle School.

**NEW BUSINESS:**

- Joann Husted reported on the slate of nominees for the upcoming PTO Board elections
    - Current board members returning as nominees with the exception of Joann Husted, Vice President and Beckie Selby, Secretary
    - Tracy Curtis is the nominee for Secretary
    - Sarah Green is the nominee for Vice President
- *Motion by Joann Husted to approve 2016-2017 executive board slate*  
*Seconded by Cara Spink*  
**Result: Pass**

Nicole Adams noted that PTO Board elections will be held during the May 9<sup>th</sup> PTO meeting.

**OLD BUSINESS:** No old business

- *Motion by Dr. Irene Gonzales to adjourn meeting*  
*Seconded by Gina Bemis*  
**Result: Pass**

**Next meeting is 5/9/16 at 6:30 p.m.**

**Meeting adjourned at 7:30 p.m.**

**Minutes compiled by Rebecca Selby, Recording Secretary**

2:54 PM

04/10/16

Accrual Basis

Prairie View PTO  
Profit & Loss Budget vs. Actual  
September 1, 2015 through April 10, 2016

	\$ Over Budget
Resource Team	-454.38
Total Specialist Enrichment	-826.56
Spirit Wear	18.75
Sports Shirts	-862.13
Technology	
Dorian Grant	-442.22
Technology - Other	-15,000.00
Total Technology	-15,442.22
Total Expense	-39,502.26
Net Income	<u>22,837.39</u>

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04/10/16

Accrual Basis

Prairie View PTO  
Profit & Loss Budget vs. Actual  
September 1, 2015 through April 10, 2016

	\$ Over Budget
6th Grade Team	
6th Grade Grant	-1,451.73
Total 6th Grade Team	-1,451.73
Total Grade Level Enrichment	-7,284.04
Grants and Special Projects	-443.18
Health and Fitness Program	
Archery Tournament	14.00
Family Fitness Day Grant	13.12
Field Day	-150.00
Health and Fitness Grant	-72.55
World Cup Accumulation	-1,000.00
Total Health and Fitness Program	-1,195.43
Health Room	0.00
Library Program	
2014-15 carry over	-2,037.81
Library Program - Other	-4,406.19
Total Library Program	-6,444.00
Math is Cool Club	-420.00
PTO Expenses - business	
PTO Insurance	0.00
PTO Office Supplies and Copies	-753.85
PTO Website	-0.01
Total PTO Expenses - business	-753.86
PV Arts Program	
Art Program Supplies	75.13
Drama Club	-42.05
Music Program	
Music Department Grant	-956.35
Music Grant	196.03
Winter Extravaganza	-1,358.24
Total Music Program	-2,118.56
Total PV Arts Program	-2,085.48
PV Community Relations Expense	
Back to School Refreshments	0.00
Community Reads Program	-400.00
Donuts with Dad	0.00
Grandparents Day	-220.28
MOMArt Evening	-492.60
Social Worker Expense	
Student Scholarships	-100.00
Social Worker Expense - Other	-114.08
Total Social Worker Expense	-214.08
Teacher and Staff Appreciation	-111.85
Volunteer Appreciation	-400.00
Total PV Community Relations Expense	-1,838.81
Science Curriculum Enhancement	
All School Science Night	-500.00
Total Science Curriculum Enhancement	-500.00
Specialist Enrichment	
DLC Team	-425.00
LAP Team	
LAP Grant	111.15
LAP Team - Other	-58.33
Total LAP Team	52.82

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 Accrual Basis

**Prairie View PTO**  
**Profit & Loss Budget vs. Actual**  
 September 1, 2015 through April 10, 2016

	\$ Over Budget
<b>Income</b>	
Carry Over From Balance Sheet	-2,938.53
Interest Income	-33.79
<b>Passive Fundraisers</b>	
Box Tops, Labels & Cartridges	-443.19
Business Sponsorship	0.00
Dorian Technology Grant	0.00
PV Spirit Merchandise	-1,000.00
Restaurant Rebates	
Tuesday at Twigs	-401.05
Total Restaurant Rebates	-401.05
Scrip	-8.39
Shoparoo	-100.00
Student Directory	79.55
Village Center Tickets	-200.00
Yearbook	-500.00
Total Passive Fundraisers	-2,573.08
<b>Prairie View PTO Fundraisers</b>	
Apex Fund Run	-15,000.00
Cookie Dough Sales	0.00
Popcorn Sales	482.63
Scholastic Book Fair	3,397.90
Total Prairie View PTO Fundraisers	-11,119.47
<b>Total Income</b>	<b>-16,664.87</b>
<b>Expense</b>	
All Grade Level Grant	-1,157.30
Building Maintenance	347.00
Childcare	-65.00
Citizens Adv. Comm. Donation	-250.00
<b>Fundraiser Expense</b>	
Cookie Dough	0.00
Fund Run Expense	-300.00
Total Fundraiser Expense	-300.00
<b>Grade Level Enrichment</b>	
<b>0Kindergarten Team</b>	
Kindergarten Grant	-15.50
Kindergarten t-shirts	11.86
Total 0Kindergarten Team	-3.64
<b>1st Grade Team</b>	
1st Grade Grant	-1,346.45
Total 1st Grade Team	-1,346.45
<b>2nd Grade Team</b>	
2nd Grade Grant	-454.06
Total 2nd Grade Team	-454.06
<b>3rd Grade Team</b>	
3rd Grade Grant	-1,673.90
Total 3rd Grade Team	-1,673.90
<b>4th Grade Team</b>	
4th Grade Grant	-1,409.65
Total 4th Grade Team	-1,409.65
<b>5th Grade Team</b>	
5th Grade Grant	-944.61
Total 5th Grade Team	-944.61

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Accrual Basis

Prairie View PTO  
Profit & Loss Budget vs. Actual  
September 1, 2015 through April 10, 2016

	Sep 1, '15 - Apr 10, 16	Budget
Resource Team	45.62	500.00
Total Specialist Enrichment	2,158.44	2,985.00
Spirit Wear	18.75	0.00
Sports Shirts	-462.13	400.00
Technology		
Dorian Grant	557.78	1,000.00
Technology - Other	0.00	15,000.00
Total Technology	557.78	16,000.00
Total Expense	22,053.23	61,555.49
Net Income	<u>22,837.39</u>	<u>0.00</u>

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 Accrual Basis

Prairie View PTO  
 Profit & Loss Budget vs. Actual  
 September 1, 2015 through April 10, 2016

	Sep 1, '15 - Apr 10, 16	Budget
<b>Income</b>		
Carry Over From Balance Sheet	0.00	2,938.53
Interest Income	16.21	50.00
<b>Passive Fundraisers</b>		
Box Tops, Labels & Cartridges	1,556.81	2,000.00
Business Sponsorship	1,123.00	1,123.00
Dorian Technology Grant	1,000.00	1,000.00
PV Spirit Merchandise	0.00	1,000.00
Restaurant Rebates		
Tuesday at Twigs	98.95	500.00
Total Restaurant Rebates	98.95	500.00
Scrip	41.61	50.00
Shoparoo	0.00	100.00
Student Directory	479.55	400.00
Village Center Tickets	0.00	200.00
Yearbook	0.00	500.00
Total Passive Fundraisers	4,299.92	6,873.00
<b>Prairie View PTO Fundraisers</b>		
Apex Fund Run	0.00	15,000.00
Cookie Dough Sales	28,193.96	28,193.96
Popcorn Sales	4,482.63	4,000.00
Scholastic Book Fair	7,897.90	4,500.00
Total Prairie View PTO Fundraisers	40,574.49	51,693.96
<b>Total Income</b>	<b>44,890.62</b>	<b>61,555.49</b>
<b>Expense</b>		
All Grade Level Grant	0.00	1,157.30
Building Maintenance	1,747.00	1,400.00
Childcare	85.00	150.00
Citizens Adv. Comm. Donation	0.00	250.00
<b>Fundraiser Expense</b>		
Cookie Dough	509.98	509.98
Fund Run Expense	0.00	300.00
Total Fundraiser Expense	509.98	809.98
<b>Grade Level Enrichment</b>		
<b>0Kindergarten Team</b>		
Kindergarten Grant	2,231.49	2,246.99
kindergarten t-shirts	11.86	0.00
Total 0Kindergarten Team	2,243.35	2,246.99
<b>1st Grade Team</b>		
1st Grade Grant	1,378.55	2,725.00
Total 1st Grade Team	1,378.55	2,725.00
<b>2nd Grade Team</b>		
2nd Grade Grant	393.14	847.20
Total 2nd Grade Team	393.14	847.20
<b>3rd Grade Team</b>		
3rd Grade Grant	176.83	1,850.73
Total 3rd Grade Team	176.83	1,850.73
<b>4th Grade Team</b>		
4th Grade Grant	989.35	2,399.00
Total 4th Grade Team	989.35	2,399.00
<b>5th Grade Team</b>		
5th Grade Grant	2,683.19	3,627.80
Total 5th Grade Team	2,683.19	3,627.80

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 Accrual Basis

**Prairie View PTO**  
**Profit & Loss Budget vs. Actual**  
 September 1, 2015 through April 10, 2016

	Sep 1, '15 - Apr 10, 16	Budget
6th Grade Team		
6th Grade Grant	1,425.67	2,877.40
Total 6th Grade Team	1,425.67	2,877.40
Total Grade Level Enrichment	9,290.08	16,574.12
Grants and Special Projects	0.00	443.18
Health and Fitness Program		
Archery Tournament	14.00	0.00
Family Fitness Day Grant	53.12	40.00
Field Day	0.00	150.00
Health and Fitness Grant	2,452.05	2,524.60
World Cup Accumulation	0.00	1,000.00
Total Health and Fitness Program	2,519.17	3,714.60
Health Room	150.00	150.00
Library Program		
2014-15 carry over	0.00	2,037.81
Library Program - Other	93.81	4,500.00
Total Library Program	93.81	6,537.81
Math is Cool Club	0.00	420.00
PTO Expenses - business		
PTO Insurance	699.00	699.00
PTO Office Supplies and Copies	446.15	1,200.00
PTO Website	349.99	350.00
Total PTO Expenses - business	1,495.14	2,249.00
PV Arts Program		
Art Program Supplies	975.13	900.00
Drama Club	507.95	550.00
Music Program		
Music Department Grant	563.65	1,520.00
Music Grant	196.03	0.00
Winter Extravaganza	-608.24	750.00
Total Music Program	151.44	2,270.00
Total PV Arts Program	1,634.52	3,720.00
PV Community Relations Expense		
Back to School Refreshments	74.37	74.37
Community Reads Program	0.00	400.00
Donuts with Dad	570.13	570.13
Grandparents Day	529.72	750.00
MOMArt Evening	257.40	750.00
Social Worker Expense		
Student Scholarships	0.00	100.00
Social Worker Expense - Other	185.92	300.00
Total Social Worker Expense	185.92	400.00
Teacher and Staff Appreciation	638.15	750.00
Volunteer Appreciation	0.00	400.00
Total PV Community Relations Expense	2,255.69	4,094.50
Science Curriculum Enhancement		
All School Science Night	0.00	500.00
Total Science Curriculum Enhancement	0.00	500.00
Specialist Enrichment		
DLC Team	75.00	500.00
LAP Team		
LAP Grant	1,596.15	1,485.00
LAP Team - Other	441.67	500.00
Total LAP Team	2,037.82	1,985.00



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Accrual Basis

Prairie View PTO  
Summary Balance Sheet  
As of April 10, 2016

	<u>Apr 10, 16</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	<u>30,036.53</u>
Total Current Assets	<u>30,036.53</u>
<b>TOTAL ASSETS</b>	<u><u>30,036.53</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	<u>500.00</u>
Total Current Liabilities	<u>500.00</u>
Total Liabilities	500.00
Equity	<u>29,536.53</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>30,036.53</u></u>

# April PTO Meeting Agenda

Monday, April 11, 2016 at 6:30 PM - Prairie View Library

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## Welcome and Introductions

- March 2016 Meeting Minutes

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## Fundraising Report

- Scholastic Book Fair Recap
- Red Robin Burgers for Better Schools
- Tuesday at Twigs Proceeds: March
- Tuesday at Twigs - April 26th ↓ May 31st

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## Volunteer and Programming Report

- National Volunteer Appreciation Week: April 12-18th
  - THANK YOU TO ALL OF OUR PV VOLUNTEERS!
  - Thank you to Beckie Selby - Grandparents Day
  - Thank you to Paige Agidius - Community Reads
  - Thank you to Sarah Kingrey and Andrea Adams - Scholastic Book Fair
  - Thank you to Joann Husted - Staff Appreciation
- MoMMA Art Show: The Principles & Elements of Art: Thursday, May 5th from 6-8 PM

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## Treasurer's Report

- March 2015 Financial Report and Balance Sheet

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## Principal's Report - Dr. Gonzales

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## New Business

- PTO 2016-17 Executive Board Slate

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## Old Business

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## Adjournment

Thank you for coming tonight!

