

PTA MEETING MINUTES

AGENDA

Date: 1/11/2024

Time: 7:00PM

Facilitator: Ember Taylor, PES PTA Secretary

Watch a recording of the Meeting here:

Zoom Recording:

https://us06web.zoom.us/rec/share/dKSRE_nJ3nczWUGCh9fS4wnqHvu3KSi-1i68-C-n3ynBj14_V60q7gKDzsE12q7c.Ho-qQogDhGEr02Mb

Passcode: U#3N?t0W

Board members

Shannon Papoulias, PTA President | Lynh Berenbaum, VP Programs | Mandi Gordon, VP Fundraising | Hilary Barnes VP Membership | Ember Taylor, Secretary | Chun Ren, Treasurer

*Note: This meeting is being held in person and via zoom (and recorded) and any inappropriate behavior or content will be removed, and the meeting will be terminated if necessary.

Time	Item	Owner
7:00PM	Welcome – Call to Order (We follow Robert’s Rules)	Ember
7:03PM	Approval of last meetings minutes – January 2023 Minutes are available to view on ptboard, and shared via link at every meeting	Shannon
7:08PM	Treasurer’s Report Treasurer Report for Dec attached below For the month of Dec we have a net income of \$13,645.57. The ending balance (\$40,968.76), \$19,609.14 for the PTA's general operations. The remaining \$20,994.30 has been allocated to our Reserve Fund, with \$6,472.79 designated specifically for our emergency fund.	Chun

Time	Item	Owner
	<p>Major Source of Incomes:</p> <ol style="list-style-type: none"> 1. Fall Fundraiser total for the school year: \$14,284.68 (see attached excel for breakout by category - raffle, online donations, etc.) 2. Family Night Out: Net \$363.74 (see attached excel for breakout by event) <ol style="list-style-type: none"> 1. Cookie Night: net \$55.74 (Income \$1,508.57-\$1,144.83) 2. Taco Kit: Net 276 3. Ritas: Net 32 	
7:15PM	<p>President's Report</p> <ul style="list-style-type: none"> ● Looking for someone to take on the Yearbook this year ● Looking for someone to chair the Panther Dance in the spring ● Looking into new school supply companies ● New Business/Ideas <p>*Open Positions for next year: Secretary, President, VP Programs-If you have ideas the PTA is looking for new leadership and board members</p>	Shannon
7:25PM	<p>VP of Fundraising Report</p> <ul style="list-style-type: none"> ● Panther Prowl was a success! ● Nothing Bundt Cakes 	Mandi
7:30PM	<p>VP of Programs/Chair Reports</p> <ul style="list-style-type: none"> ● Bingo Night (LaNiesha) <ul style="list-style-type: none"> *Free event Friday 1/19 6-8pm in the gym, in-person and virtual – doors open at 5:30 *Details RSVP via QR code/online for *Seeking volunteers ● Craft Night (Ember) <ul style="list-style-type: none"> *Friday 2/9 in the cafeteria *Details Look for more information 1/20, The Big Cheese Food Truck will be available for food and drink purchases ● FNO's 	Lynh
7:45PM	<p>Principal's Report-Information available on the Title 1 Program, what it means for our school, how we qualify, and how the funds provided by our Title 1 status are spent and programs implemented</p>	Andrew Pratt
8:00PM	Adjournment	Ember




Chat Attendance:

Mandi Gordon: Mandi Gordon

Regina Obeng: Regina obeng

Mary Kay Ciziunas:

Chun: Chun Ren



PTA Meeting Sign In
Title I Meeting 1/11

- Ember M. Taylor

- Lynn Berenbaum

- Kelsey Sandoval

- Denise Lee

Kristina Cecere

- Hilary Barnes

- L. Cooper

- Stephanie

- Sarah Kelsey

- Shannon

Providence PTA FY 2023

Treasurer's Report

12/01/2023 - 12/31/2023

Reserved Funds Income Expenses Year to Date Net Budget More/-Less

Reserved Funds - Library Restricted Funds/Book

Fair

-\$162.17 \$1,067.05 -\$10,253.93 \$11,320.98

Reserved Funds - GOTR Available Balance - - - -\$110.53 \$110.53

Reserved Funds - Food Pantry Available Balance - - - -\$3,040.00 \$3,040.00

Reserved Funds - PTA Emergency Reserve - - - -\$6,472.79 \$6,472.79

Reserved Funds Totals - -\$162.17 \$1,067.05 -\$19,877.25 \$20,944.30

PTA Operation Budget Income Expenses Year to Date Net Budget More/-Less

Membership

PTA Membership \$77.64 - \$4,645.09 \$4,500.00 \$145.09

National, State & Local PTA Dues - \$38.38 -\$501.88 -\$500.00 -\$1.88

Membership Drive (M) - - - -\$200.00 \$200.00

Membership Totals \$77.64 -\$38.38 \$4,143.21 \$3,800.00 \$343.21

Fundraising

Fall Fundraiser \$11,495.82 - \$14,284.68 \$12,800.00 \$1,484.68

Store Redemption Programs - - - - -

School Supplies - - \$832.00 \$870.00 -\$38.00

Spirit Wear - - - \$1,369.76 -\$675.00 -\$694.76

OSA Martial Arts - - - \$800.00 -\$800.00

Nothing Bundt Cakes - - - \$740.00 -\$740.00

Fundraising Totals \$11,495.82 - \$13,746.92 \$14,535.00 -\$788.08

Donations/Grants

Donations- General/Non-Designated - - \$456.70 - \$456.70

Donations - Monday Activities - - - - -

Donations - Businesses - - - \$500.00 -\$500.00

National PTA Grant \$1,250.00 - \$1,250.00 - \$1,250.00

Donations/Grants Totals \$1,250.00 - \$1,706.70 \$500.00 \$1,206.70

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PTA Operation Budget Income Expenses Year to Date Net Budget More/-Less

Student/Family/Community Support

Kindergarten Meet & Greet (M) - - \$228.76 \$506.00 -\$277.24

Kindergarten Safari (M) - - -\$33.22 -\$34.00 \$0.78

Kindergartens Tears & Cheers (M) - - -\$67.68 -\$59.62 -\$8.06
 Movie Night (F) - - \$308.36 -\$400.00 \$708.36
 Bingo Night (M) - - - - -
 Craft Night (M) - - - \$770.00 -\$770.00
 Panther Dance/Earth Day Dance (F) - - - \$1,650.00 -\$1,650.00
 Yearbook - - -\$857.50 \$1,000.00 -\$1,857.50
 Family Events - - - \$450.00 -\$450.00
 Family/Adult Night Out (M) \$551.13 \$1,144.83 \$363.74 \$2,250.00 -\$1,886.26
 Student/Family/Community Support Totals \$551.13 -\$1,144.83 -\$57.54 \$6,132.38 -\$6,189.92
 School/Teacher/Staff Support
 Teacher Welcome Back Breakfast - - - \$768.61 -\$775.00 \$6.39
 Staff Appreciation Week \$50.00 - -\$17.47 -\$5,000.00 \$4,982.53
 Principal's Account \$50.00 - -\$3,279.12 -\$4,750.00 \$1,470.88
 Teacher Conferences - - - - -
 6th Grade Party - - - -\$500.00 \$500.00
 Writers Anthology - - - - -
 Courtyard - - - -\$750.00 \$750.00
 Cultural Night - - - - -
 Special Ed Awareness - - - -\$200.00 \$200.00
 Fairfax HS Graduation Night - - - \$100.00 \$100.00
 Thanksgiving Lunch - - - - -
 Back to School Night - - - - -
 PTA Appreciation - - - -\$300.00 \$300.00
 School/Teacher/Staff Support Totals \$100.00 - -\$4,065.20 -\$12,375.00 \$8,309.80
 Grade Level Purchases
 Pre-K - - - -\$500.00 \$500.00
 Kindergarten - - -\$407.04 -\$1,000.00 \$592.96
 First Grade - - -\$691.85 -\$1,000.00 \$308.15
 Second Grade - - - -\$1,000.00 \$1,000.00
 Third Grade - - - -\$1,000.00 \$1,000.00
 Fourth Grade - - - -\$1,000.00 \$1,000.00
 Fifth Grade - - - -\$1,000.00 \$1,000.00
 Sixth Grade - - - -\$1,000.00 \$1,000.00
 Grade Level Purchases Totals - - -\$1,098.89 -\$7,500.00 \$6,401.11

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PTA Operation Budget Income Expenses Year to Date Net Budget More/-Less
 Other Learning Purchases (Specials)
 AAP - - - -\$600.00 \$600.00

Art ---\$600.00 \$600.00
 Chinese ---\$600.00 \$600.00
 ESOL ---\$600.00 \$600.00
 Math ---\$600.00 \$600.00
 Music -\$600.00 -\$600.00 -\$600.00 -
 PE ---\$600.00 \$600.00
 Reading ---\$600.00 \$600.00
 SPED ---\$600.00 \$600.00
 STEAM ---\$600.00 \$600.00
 Other Learning Purchases (Specials) Totals --\$600.00 -\$600.00 -\$6,000.00 \$5,400.00
 PTA Admin
 PTA Board Discretionary/Overhead - - \$433.90 -\$5,000.00 \$4,566.10
 Audit for School Year - - -\$385.00 -\$385.00 -
 Insurance - - -\$377.78 -\$400.00 \$22.22
 Bank & PayPal Charges and Bad Debts - - - \$100.00 \$100.00
 MoneyMinder Subscription - - - -\$238.00 \$238.00
 PTA Admin Totals - - -\$1,196.68 -\$6,123.00 \$4,926.32
 PTA Operation Budget Totals \$13,474.59 -\$1,783.21 \$12,578.52 -\$7,030.62 \$19,609.14
 Grand Totals

\$13,474.59 -\$1,945.38 \$13,645.57 -\$26,907.87 \$40,553.44

Bank Account Balances 12/01/2023 12/31/2023 Last reconciled

PTA Checking Account \$28,123.13 \$40,140.35 12/31/2023

Cash in PayPal \$479.78 \$503.08 12/31/2023

Cash in Stripe - PTBoard \$99.64 \$325.33 12/31/2023

Cash/Check in Hand \$737.00 - 11/30/2023

Totals \$29,439.55 \$40,968.76

Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its

accuracy.

Summary for the Period

Starting Total \$29,439.55

Income \$13,474.59

Expenses -\$1,945.38 \$11,529.21

Ending Total \$40,968.76