PTA Community Meeting

Tuesday, October 17, 2019
Agenda

❖ Approval of May 2019 Community Meeting minutes
❖ PTA Mission Statement
❖ Financial Review Committee Report
❖ Nominating Committee, Standing Rules - VOTE
❖ Principal & BLT
❖ Treasurer Report (incl. Budget Update - VOTE)
❖ Fundraising
❖ Q&A and Looking Ahead
❖ Guest Speaker: Brennon Ham, SPS Health Education Specialist
Mission Statement

The PTA’s mission is to partner with and advocate for students, families and teachers of Whittier Elementary School to provide a safe and inclusive environment, equitable resources, and engaging opportunities to enable all of our children to reach their full, unique potential.
Financial Review Committee Report

Financial Review Committee Responsibilities
Investigate and examine all records; ask questions of the board; draw conclusions from the records and board responses; present a written report to the board

2018-19 Findings
❖ No major issues - banking, budgeting, tax filing is all working well
❖ Minor opportunities for improvement
   ➢ Confirm that net income ties on year-end P&L and Balance Sheet
   ➢ Attempt to contact the payees for old, outstanding checks
   ➢ Write off old reconciliation items from the bank account
Approval of Nominating Committee

Nominating Committee Responsibilities

❖ Develop proposed slate of officers for 2019-20 school year
❖ General Membership vote on executive slate at May Community Meeting

Proposed 2019-20 Nominating Committee Members

❖ Returning Members: Stephanie Chamberlain (PTA Board)
❖ New Members: Todd Simons (PTA Board), Tina Lilley (PTA Board), Scott Fogel (non-Board), Scott Harris (non-Board)
Approval of Standing Rules

What are the Standing Rules?

❖ Local rules that govern how we operate
❖ Must be re-adopted each year at first meeting of the general membership

Proposed changes

❖ Adding the PTA Board’s updated mission statement
❖ Clarification of how member dues are calculated
❖ Adopting best practices of WSPTA (quorums, financial reporting & planning)
❖ Refining the review and approval process for staff and parent-led Funding Proposals
Principal & BLT Update

❖ Principal Update
❖ Building Leadership Team (BLT)

Overssees school’s Continuous School Improvement Plan (CSIP) and professional development program; facilitates development of school budget.

➢ Current BLT Members (serving staggered 2-year terms)

■ Parent Representatives: Tracy Yetter & Katie Lyden

■ Teachers and Staff: Morgan Leming (1st); Shannon Mayo (2nd); Deanna Baldi (3rd); Anne Richmond (4th/5th); Bryan Pule (Specialist); Samantha Izzo (Access); Kathleen Roll (Instructional Assistant); Jason Sciarrone (Assistant Principal); Stephanie Clark (Principal)

■ Invited Member: Cindy Lewan, Whittier Kids Director
Treasurer Report

Income
❖ Annual Give + Employer Matching
❖ PTA Membership
❖ 5th Grade NatureBridge Fundraising

Funding Proposals to Date ($10,000 budget)
❖ Up to $1000 - Outdoor Sound System
❖ Up to $800 - Cricut machine and supplies
❖ Up to $600 - Grade-level recess supplies
❖ Up to $200 - Water dispensers for cafeteria
❖ $220 - Side walls for outdoor canopy
❖ $377.75 - Yearbook Scholarships for 2018-19
❖ Vote: Kinder Proposals for $1400 Flexible Seating

Expenses
❖ Administration/bank fees
❖ Events
❖ Curriculum Enrichment
❖ Hospitality
❖ Outreach (Kindergarten families)
❖ Staff Discretionary Fund
❖ Instructional Supports
2019-20 Budget Updates

❖ **Increase**
  ➢ Instructional Supports from $8,500 to $18,500
  ➢ Curriculum Enrichments from $16,250 to $18,000 ($40/student rather than $32/student)
  ➢ Wildcats Read from $340 to $1,840 ($1,500 for Grades 4/5 Bookclub)
  ➢ Add the Librarian as a “Specialist” for $2,000 per year

❖ **Decrease**
  ➢ Staffing Support Grant from $170,000 to $58,000 ($43,000 for 2019/20 and $15,000 for Q4 2018/19)
Treasurer Report

- What’s next?
- Issues and Opportunities
- BLT and Staff Projects
- Be Part of the Conversation!

Join the **BUDGET WORKING GROUP**

treasurer.whittierpta@gmail.com or
text Kate Mathews (773.220.8348)

<table>
<thead>
<tr>
<th>May 2019</th>
<th>2019-20</th>
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<tbody>
<tr>
<td>Cash Balance</td>
<td>238,539.52</td>
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<tr>
<td>Rainy Day Fund</td>
<td>-(15,000.00)</td>
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<tr>
<td>Auction Cushion</td>
<td>-(40,000.00)</td>
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<tr>
<td>Jog-a-Thon</td>
<td>15,000.00</td>
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<td>CFY Outstanding</td>
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<td><strong>SUBTOTAL CASH BALANCE</strong></td>
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<tr>
<td><strong>Net Balance at 2020 YE</strong></td>
<td>4,876.02</td>
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Fundraising Update

❖ Annual Give
- Runs 10/3 to 10/24; goal is $75,000
- As of 10/16:
  ■ 58% to goal (includes reported matching)
  ■ 41% participation

❖ Spirit Gear
- Refresh of Spirit Gear selection
- NEW hats, sweatshirts, t-shirts
- Ready for sale by Fall Carnival

❖ Spring Fling
- March 21, 2020
- Leif Eriksson Hall in Ballard
- Goal: $55,000

❖ Jog-A-Thon
- May 29, 2020
- Goal: $21,500
Q&A and Looking Ahead

❖ Questions or Comments?
❖ Mark your calendars for these upcoming fall activities:
  ➢ Fall Carnival - Friday, October 25
  ➢ “A Discussion of Gender & Identity” - Tuesday, November 5
  ➢ PTA Food & Toiletry Drive - November 12 - 21
  ➢ Math for Love Night - Thursday, November 14
  ➢ Ice Skating - Tuesday, November 26
  ➢ PTA Helping Hands Gift Drive - December 2 - 13
  ➢ Literacy Night & Book Fair - Thursday, December 5
❖ Next PTA Community Meeting - Thursday, January 23
  ➢ Town Hall to Discuss 2020-21 Budget Priorities