

## March 20, 2012 Nashua PTA Meeting

### In Attendance

Christy Boyer	Meridith Lamb	Beth Huebener
Sandi Brown	Brandi Frazier	Trena Morrison
Erica Campbell	Craig Grant	Carol Cobb
Liana Shelley	Jessica Martin	Jennifer Robert
Polly Feigly	Julie Spry	

### **Opening**

Meeting called to order by Christy Boyer. Minutes for February were not available as the meeting was only 15 minutes with no significant information needing to be documented.

### **Principal's Report**

Dr. Martin gave everyone an overview of the Principal's Report as well as a printout.

Christy Boyer asks Dr. Martin if PTA will need to take care of MAP Snacks for the 3<sup>rd</sup>-5<sup>th</sup> grades during MAP testing. Dr. Martin answers yes.

Christy asks if PTA motions to spend money on MAP Snacks. Sandi Brown explains that PTA does not purchase MAP Snacks. PTA puts out donation requests for the snacks to Sun Fresh and/or HyVee. Also, some PTA Members donate snacks for MAP Testing.

Follow Up on MAP Snacks...Sandi Brown requested a donation from Sun Fresh which was approved. The donation consisted of 15 bags of Tootsie Rolls, 15 bags of Lemon Drops, 15 bags of Smarties. Sandi also donated a container of Sweet Stripes from Sam's Club. These are given out by the teachers as a treats on testing days. In past years, the preference has been for "hard" candy. Sandi also sent an e-mail request asking parents who saw hard candy on sale (from the Easter Holiday) to pick up one bag and donate it to the office for the MAP Testing.

### **Treasurer's Report (Budget Review)**

Erica Campbell gives a review of the findings from the Budget Committee who met during the week of Spring Break.

Erica explained that the PTA Budget has been cut and pasted for the past several years, other than a few changes made last year. Primarily, the Budget Committee needed to take a detailed look at the amount of money coming in and going out each year. Based on past budgets and realistic adjustments to the income levels, the PTA has about a \$1,300 (-,+ ) yearly shortfall. The following line items were reviewed and suggested adjustments are below.

The Budget Committee removed the line item expense for **Computer Supplies** of \$300. This line item has not been used in several years and is no

longer necessary.

The Budget Committee reduced the line item expense for **Hospitality** from \$200 to \$100. This line item is used to pay for the cups, napkins and lemonade for cookie receptions and to pay for an end of year meal for active PTA Members. It was decided that PTA did not need a meal expense, instead the group might consider a pot luck.

The Budget Committee increased the line item expense for **Staff Appreciation** from \$500 to \$600. Cost(s) on many goods have continued to rise and that has made it difficult for the Staff Appreciation Chair to stay within budget.

The Budget Committee reduced the **Carnival** line item expense from \$750 to \$500 as we typically make some money on the Carnival after all the receipts are calculated. The Carnival is not intended as a fund raiser, it is for community outreach.

#### **Budget Committee Proposals**

The Budget Committee proposes reducing the line item expense for **Cup Stacking** from \$200 to \$100. At one time the "Heaters" were going to a competition and the line item was higher for equipment expense. However, Cup Stacking has been scaled back to be just a few weeks with no competition.

Dr. Martin asks what the \$200 is typically spent on. Sandi Brown explains that the cups begin to break after heavy usage and have to be replaced. As well as, the batteries in the timers are button cell and tend to be expensive. The Budget Committee proposes reducing the **Outdoor Classroom** expense from \$300 to \$200.

Erica notes that the Budget Committee recognizes that many students are not utilizing the Outdoor Classroom and ask for teacher input as to why it is not being utilized.

Mrs. Feigly notes that sometimes the 5<sup>th</sup> graders use the Outdoor Classroom to go and read.

Mrs. Huebener states that she has never taken her class to the Outdoor Classroom. Sandi Brown asks why she does not utilize this space. Mrs. Huebener reports that the location is not a place that she is typically close to and it does not occur to her to take her students there. There are no specific reasons why this space is not used.

The Budget Committee proposes reducing the **School Beautification** line item expense from \$300 to \$200.

The Budget Committee proposes reducing the **Bulletin Board** line item expense from \$50-\$25 noting that most of the necessary items have been purchased and laminated to be reused.

Sandi Brown asks Dr. Martin if she has information on the 4<sup>th</sup> grade Field Trip to Jefferson City. Dr. Martin does not have any input at this time. She is waiting to hear from the 4<sup>th</sup> grade teachers after the trip in May.

Polly Feigly suggests to PTA that the word "transportation" be removed from the budget line items explaining that the state does not allow PTA to pay for transportation. Therefore, it should not be indicated in the budget.

Craig Grant wants to know if the budget line item for Field Trips should be changed to reflect a number of students close to our actual enrollment. The current budget allows for 385 students at \$10 per student. However, our enrollment is about 360 students.

After discussion it is decided that the number will stay the same since this is the first year the PTA has had a per student line item and we need to determine how easy/difficult it is for the teachers to stay within budget. Also, PTA allows extra funds for students who cannot pay costs above the \$10 per student.

Dr. Martin informs PTA that the PBIS Team would like PTA to consider a line item of \$400 for the wrist bands that are distributed as prizes to students who are on the Star Bulletin Board.

Sandi Brown requests that the PBIS Team look at something different as a prize since we have been doing the wrist bands for a couple of years now.

There is also a discussion regarding adding a line item for Kindergarten Roundup. Sandi Brown believes we should have this line item in case we don't have the Campbell's Labels to purchase the sidewalk chalk to be handed out. This way we do not have to vote to purchase the chalk.

It is also discussed that the Library line item has not been utilized last year and yet this year. Dr. Martin will talk to Jill Smith to see if we can look at using some of the library funds to help with balancing the budget.

Erica informs everyone that the Budget Committee is looking at ways to increase our income side of the budget by selling more trash bags and looking into higher profit Spirit Wear. The Budget Committee would also like to look into raising the cost of the Yearbooks for a greater profit.

Regarding the current surplus, Erica reports that we would like to get a "big ticket" list from the teachers so we can look into spending the surplus. It is also noted that PTA will need to spend \$600 of the surplus to help the teachers/staff get a new ice machine.

### **Donor's Choose**

Carol Cobb discusses the opportunities for teachers and perhaps PTA using the Donor's Choose web site. Donor's Choose is a site where teachers can put request for items to use at school (class wish list) and anyone can make a donation to help fund the wishes.

Sand Brown reports that she looked at the site and saw that Kelly Hunt (third grade teacher) requested a class set of the Miraculous Journey of Edward Tulane (book). Mrs. Hunt's request was fully funded through Donor's Choose.

### **Air Zone**

Christy Boyer reports that Nashua won a contest from Air Zone for the most "likes" from a school via Facebook. Our prize is tickets for play time at Air Zone that PTA can sell for whatever they wish.

Sandi Brown suggests that we see about giving the tickets to the new crop of incoming Kindergarteners in the Fall where they can have an Air Zone night to have fun and meet new parents/families. Kindergarten teachers should also

be invited.

Christy will look into this.

Mrs. Feigly asks Sandi Brown to promote the Education Foundation's 5K run on Facebook. Sandi will do this once she has the information.

Carol Cobb would like to promote the Nashua Volunteer Luncheon via Facebook. The luncheon is on May 15 from 11:00-1:00.

Carol Cobb would also like to promote Career Day and request parent volunteers. April 26.

Sandi Brown notes that she will also put a Facebook question to our fans regarding suggestions for food at the Carnival in May. We will also need donations for the Cake Walk.