Attendance - please initial to the left of your name

Nashua Elementary

PT/4

everychild.one voice.*

Tuesday, March 12, 2019 6 PM pta.nashua@gmail.com nashuapta.my-pta.org

www.facebook.com/NashuaElementaryPTA

6 PM Nashua Library

	Busine	ss iviembers					
,	1	Better Homes & Gardens KC Hom	es - Emi	ly Garrett Franc	ine's K	reations	s - Frances Hien
•		Chief Heating & Cooling, Inc Brid	an Olbei	rding Tina's	Tiny 7	Tots Day	care - Tina Dahms
		Farmers Insurance - Tyler Ritenou	ır				
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		ual Members - sorted by first r					
	if you a	are not a member, please sign	under (1		lampifor Davier
		Adrian Smith		Christian Treadway			Jennifer Rauer
		Adrienne Lewis		Christina Taggert			Jennifer Tillock
		Alicia Wilson		Christina Thornsberry			Jessica Myers
	N	Amanda Haggard		Christy Boyer			Joy Hoke
2	00/	Amanda Timmermeyer		Christy Lister			Julie Gillespie
		Amanda Verona		Cristi Carroll			Julie Knight
		Amber Lockard		Dan Settles			Kathy Stitt
		Amy Roberts		Dawn Bennett			Katie Brothers
		Amy & Lee Beaver		Debbie Crisafulli			Katie Green
		Amy Green	-0-	Debbie Douglas		, ,	Kelly Cowan
		Amy Holliday 7	128	Diane Shields			Kendra Lowe
		Amy Kralik		Donald Woods			Kerrie Glasgow
3	1/W	Amy Wazac		Elisa Decker			Khrysta Head
		Amy Woods		Emily Numer	12	K	Kristi Potratz
		Andi Fountain	45	Emmy Berry	-		Kristin King
4	18	Andi Gilbertson		Erika Garcia			Kyle Zimmerman
		Andrea Plummer		Erin Cullen			Lacie Reid
		Angela Hill		Esther Lara	الفي		Lana Valentine
		Angie Thornton		Gary Folsom			Latoya C Watson
	-	Ashley Dahm		Gina Hinchcliff	=		Laura Comer
		Ashley Goodwin	de.	Gwen Connors		N. A.	Laura Meador
		Aubrey Brown		Heather Stukey			Linda Hurst
		Becky Alexander 9	HAST	Heidi Hiebert			Lindsay Stafford
		Belinda Schaeffer	1	Heidi Sullivan			Lindsey Doolittle
1	BIRE	Beth Huebener		Jaimie Contreras			Lynda Sprague
7		Billie Pearson		Jamie Schatz			Mandell Graham
		Bobby Perry		Jan Kline	13	m)	Margie Vroom
	- 0	Brea Sissom		Janice Heins	•		Marissa Quarles
/-	66	Bre'Ann Robinson		Janine Perry			Mark Alfrey
(P		Brian Olberding		Jason Holcomb			Martha Oliver
		Britney Porter		Jeff Rodgers			Martha Trujillo
		Carol Cobb /b	a	Jen Robert	М	MW	Megan Micek
		Catherine Munson	an	Jen Walters		MD	Melissa Dieker
		Cathy Ford	0,	Jennifer Beatty	15		Melissa Montgomery
		Cheryl Pozin		Jennifer Booth			Melissa Nammavaly
		Chris Coen		Jennifer Mills			Melissa Schnakenberg

	Individu	ual Members - continued				were a law himita
	747 4 7	Melissa Wells		Rebekah Fowler		Stacy Williamson
	1 1	Michelle Kentch		Renee Alfrey		Stephen Roth
		Miranda Diebold		Rita Benskin		Tabitha Cusumano
14	112	Misty Leatherman 18	RET	Robyn Tuwei		Tennille Lampe
•		Nicole Driver	1	Ryan Meador		Terri Cusumano
		Pam Mrowinski		Sally Landreth		Tish Amos
		Phil Coffer		Sarah Grigsby		Tonja Jackson
		Phyllis Sartain		Sarah Storie / 1	111	Trena Morrison
17	øb	Polly Blair		Sophia Binder		Tricia Scott
1 .	7.0	Racheal Scott		Stacey Redeker	gu	Vanessa Corigliano - Scott worth
		Rachel Salmon		Stacy Truman	7771	The restriction of the last

Guests

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Guests are welcome! Members may vote. Individual Memberships are \$6; Business Memberships are \$10.

PTA Meeting Minutes

Tuesday, March 12, 2019 6 PM

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Guest Speaker

★ none

Staff Presentation - 2nd and 1st Grades

★ Engaging kids in hands on science - see attached handout

Principal's Update

- ★ Current Enrollment is 407
- ★ Next week is Spring Break
- ★ Kindergarten Round-Up is March 28th from 6-7:30 pm
- ★ April 2nd 3rd Q grade cards are available in Power School to view for parents
- ★ 3rd-5th MAP testing is April 8-25th
- ★ Summer School Applications are due by April 19th
- ★ Kindergarten Music program is April 25th
- ★ 5th Music program at April 30th
- ★ The district has not determined a last day of school yet. We anticipate the board making a decision at the April board meeting.
- ★ The district is exploring a Duel Language elementary school in the upcoming years. They are beginning to research possible options to what that will look like.
- ★ The district has no plans to move any other elementary schools to Extended School Year sites. They will keep Winnwood and Crestview as Extended School Year sites only.

Field Trip Update

- ★ Kindergarten Field Trip is on April 30th
- ★ 4th Field trip is on April 30th
- ★ 2nd grade is scheduling a Field Trip in April

President

- ★ Bylaws: The bylaws committee's recommendations were presented. Copy attached. Diane Shields motioned to approved the bylaws as edited by the committee. Jennifer Walters seconded the motion. The motion passed.
- ★ Election: No nominations from the floor. Tabled until April meeting.
- ★ Child watch volunteers needed. Middle and high school students can earn service hours bit.ly/NashuaHours

Vice President

★ Election: Andrea Gilbertson volunteered and was elected for 2019-21.

Secretary

- ★ No corrections to the November meeting minutes.
- ★ Election: Megan Micek volunteered and was elected for 2019-21.

Treasurer

- ★ Current bank balance is \$25,004.20.
- ★ We have funds remaining in the <u>big ticket budget</u> for this year. Last chance to request big ticket funds is the April 16th meeting.

- ★ 2019-20 Budget: Proposed budget was presented. Copy attached. Jennifer Walters motioned to approve the proposed budget. Heidi Hiebert seconded the motion. The motion passed.
- ★ Annual Audit this summer after July 18th.

Back to School Night

★ Misty and Diane will stay on as co-chairs for Fall 2019.

Book Fair

- ★ Total sales were \$5060.79. Library received \$2627.27 in Scholastic Dollars. We also received \$825 in Scholastic Rewards. PTA received \$500 in cash.
- ★ Diane Shields will go to the warehouse sale and spend Scholastic Rewards on Reading Night books.
- ★ Robyn will talk to Ms. Hoke about spending Scholastic Dollars and whether any can be shared with Reading Night to purchase additional books.

Bulletin Board

- ★ Chair position is open now.
- ★ Jennifer Robert offer to make some flier to put on the bulletin board about labels, etc.

Cookie Receptions

- ★ Chair position is open now.
- ★ Megan Micek will cover the Kindergarten reception Apr 25 @ New Mark.
- ★ Bre'Ann Robinson will cover the 5th grade reception Apr 30 @ Gateway.

Fall/Winter Family Events

- ★ Chair position is open for 2019-20.
- ★ Robyn has an idea for a Sporting KC Night at their stadium.

Family Fun Night

- ★ Andi is working on raffle items. Has 6 so far.
- ★ Diane has 3 additional raffle items for Andi.
- ★ The DJ has been hired.
- ★ Bre'Ann has a lead on a food truck.

Field Day Snacks

- ★ Heidi will be working through food services again this year.
- ★ Heidi will stay on as chair for Spring 2020.

Fundraising

- ★ Nathan Schopf presented about pledgedrive.net as a fundraising option for 2019-20.
- ★ Presentation slides attached.
- ★ Read-a-thon
- ★ 80% return to PTA, 20% to wristbands, online management, print materials, form emails, credit card fees
- ★ Flat donations only, not pledges per minute
- ★ When donating online, a \$1.50 convenience fee is paid by the donor and 20% of donation goes to pledge-drive.net
- ★ Teachers (not parents) enter total class minutes each day online kids tell teacher at school if they read
- ★ Pledgedrive.net can cut us a check at the end of the fundraiser for the PTA's share
- ★ We will table a decision on the fall fundraiser until the April meeting
- ★ Chair position is open for 2019-20.

Sun Fresh Raffle

★ Post Meeting Note: Bre'Ann will run this raffle again for 2019-20 and is in contact with Sun Fresh so we get the dates earlier.

Kindergarten Roundup

- ★ Diane Shields and Kristi Potratz will help Heidi in the cafe
- ★ Heidi will give the short speech about the PTA in the gym

Labels

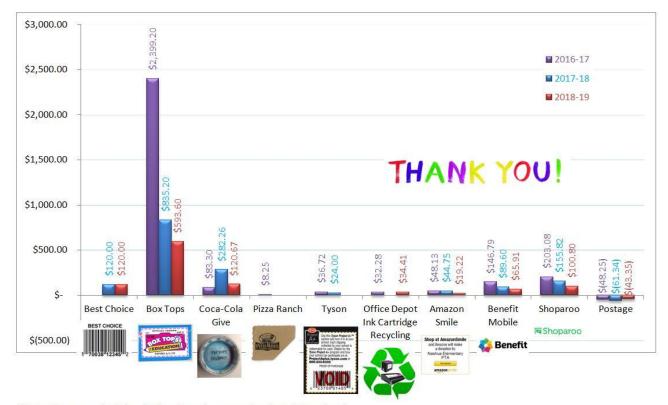


Chart shows total of checks that have been received and deposited.

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Membership

★ Chair position is open for 2019-20.

Mercury Gym Nights

★ Next gym night is this Saturday

Reflections



★ Chair position is open for 2019-20.

Restaurant Nights

★ Amy is looking into how much we made at Panera

★ Next night is May 9th at Red Robin

Room Party Food

★ Amy and Misty will stay on as co-chairs for 2019-20.

Room Party Games

★ Emmy will stay on as chair for 2019-20.

5th Grade Sock Hop

★ Kristin will stay on as chair for 2019-20.

Spirit Wear

★ No report.

Staff Appreciation

- ★ Emmy will stay on as chair for 2019-20.
- ★ Misty will stay on as helper for 2019-20.

Sunshine

- ★ Ms. Goodwin is having baby soon
- ★ Ms. Douglas is retiring
- ★ Ms. Glasgow is retiring
- ★ Ms. Dahm is getting married
- ★ Additional funds are needed to cover gifts this year. Heidi motions to use \$80 dollar from the Big Ticket Budget to increase the Sunshine budget line item for this year. Bre'ann seconds the motion. The motion passed.

Tree Maintenance

- ★ Still need this committee? table until April; input from Mrs. Stukey
- ★ Post meeting note: Girl Scout Troop 2161 offered to take care of the trees for 2019-20. Contact is Misty Leatherman.

Website

★ Need a co-chair for 2019-20.

Yearbook

- ★ Final deadline for ordering will change when last day of school is announced.
- ★ Uploading instructions will be sent out.
- ★ Yearbook cover contest: We will do the voting online after Spring Break. Robyn will be in charge of counting the votes (Emily has a 5th grader).
- ★ Emily will stay on as chair if her son is still at Nashua for 2019-20.

Other New Business

★ None

The 5E Stages of Science

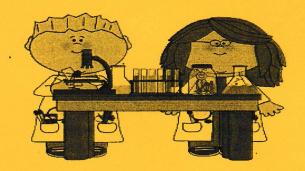
Engage: The purpose of this stage is to pique student interest and get them personally involved in the lesson, while preassessing prior knowledge.

Explore: The purpose of this stage is to get students involved in the topic; providing them with a chance to build their own understanding.

Explain: The purpose of this stage is to provide students with an opportunity to communicate what they have learned so far and figure out what it means.

Extend: The purpose of this stage is to allow students to use their new knowledge and continue to explore its implications.

Evaluate: The purpose of this stage is for both students and teachers to determine how much learning and understanding has taken place.



BYLAWS FOR NASHUA ELEMENTARY PTA

ARTICLE I: NAME

The name of this organization is the Nashua Elementary Parent Teacher Association (PTA), Pony Express Region, Kansas City, Missouri. It is a local PTA under the authority of the Missouri Congress of Parents and Teachers (the Missouri PTA), a branch of the National Congress of Parents and Teachers (the National PTA).

ARTICLE II: PURPOSES

Section 1. The Purposes of the Nashua Elementary PTA, in common with those of the National PTA and the Missouri PTA are:

- a. To promote the welfare of children and youth in home, school, place of worship, and throughout the community;
- b. To raise the standards of home life.
- c. To advocate for laws that further the education, physical and mental health, welfare and safety of children and youth;
- d. To promote the collaboration and engagement of families and educators in the education of children and youth; and
- e. To engage the public in united efforts to secure the physical, mental, emotional, spiritual, and social well-being of all children and youth; and
- f. To advocate for fiscal responsibility regarding public tax dollars in public education funding.

Section 2. The Purposes of the National PTA, the Missouri PTA, and the Nashua Elementary PTA are promoted through an advocacy and educational program directed toward parents, teachers, and the general public; are developed through conferences, committees, projects, and programs; and are governed and qualified by the basic policies set forth in Article III.

Section 3. The organization is organized exclusively for the charitable, scientific, literary, or educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code (hereinafter "Internal Revenue Code").

ARTICLE III: BASIC POLICIES

The following are basic policies of the Nashua Elementary PTA, in common with those of the National PTA and the Missouri PTA:

- a. The organization shall be noncommercial, nonsectarian, and nonpartisan.
- b. The organization shall work with the schools and community to provide quality education for all children and youth and shall seek to participate in the decision making process establishing school policy, recognizing that the legal responsibility to make decisions has been delegated by the people to boards of education, state education authorities, and local education authorities.
- c. The organization shall work to promote the health and welfare of children and youth and shall seek to promote collaboration between parents, schools, and the community at large.
- d. Commitment to inclusiveness and equity, knowledge of PTA, and professional expertise shall be guiding principles for service in Missouri PTA.
- e. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, directors, trustees, officers or other private persons, except that the organization shall be authorized and empowered to pay reasonable

- compensation for services rendered and to make payments and distribution in furtherance of the purposes set forth in Article II hereof.
- f. Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on (i) by an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, or (ii) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.
- g. Upon the dissolution of this organization, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to one or more nonprofit funds, foundations, or organizations which have established their tax exempt status under Section 501(c)(3) of the Internal Revenue Code and whose purposes are in accordance with those of Missouri PTA.
- h. The organization or members in their official capacities shall not, directly or indirectly, participate or intervene (in any way, including the publishing or distributing of statements) in any political campaign on behalf of, or in opposition to, any candidate for public office; or devote more than an insubstantial part of its activities to attempting to influence legislation by propaganda or otherwise.

ARTICLE IV: RELATIONSHIP WITH NATIONAL PTA AND MISSOURI PTA

Section 1. The local PTA shall be organized and chartered under the authority of the Missouri PTA, in conformity with such rules and regulations, not in conflict with the National PTA Bylaws, as the Missouri PTA may in its bylaws prescribe. The Missouri PTA shall issue to this local PTA an appropriate charter evidencing the due organization and good standing of this local PTA.

A local PTA is in good standing when it does all of the following. If a local PTA becomes "not in good standing" as soon as it has fulfilled the necessary requirements, it is again considered "in good standing."

- a. Adheres to the Purposes and basic policies of the PTA;
- b. Remits national and state dues to the state PTA by dates required (Article V Section 4);
- c. Has bylaws approved every three (3) years according to the procedures of the state PTA;
- d. Submits a copy of the unit's fiscal year-end report to the state PTA by December 1st of each year;
- e. Submits a copy of the unit's annual financial review to the state PTA by December 1st of each year;
- f. Submits a copy of the required IRS tax form to the state PTA by December 1st of each year;
- g. Submits the names and addresses of officers to the state PTA by March 31st of each year; and
- h. Meets other criteria as may be prescribed by the state PTA.

Section 2. This local PTA shall adopt such bylaws for the government of the organization as may be approved by the Missouri PTA. Such bylaws shall not be in conflict with the bylaws of the National PTA or the bylaws of the Missouri PTA and shall include verbatim any required language as stated in the model bylaws approved by the Missouri PTA Executive Committee and identified by the number symbol (#).

- **Section 3**. Bylaws of this local PTA shall include an article on amendments.
- **Section 4**. Bylaws of this local PTA shall include a provision establishing a quorum.
- **Section 5**. There shall be no voting by proxy by any constituent organization of National PTA.
- Section 6. Local units shall submit two (2) hard copies or one (1) electronic copy of their bylaws to the state

office for approval by the procedures and bylaws chairman once every three (3) years. Amendments shall be sent immediately after adoption for approval. Bylaws and amendments shall become effective upon receipt of state approval.

Section 7. This local PTA shall keep such permanent books of account and records as shall be sufficient to establish the items of gross income, receipts, and disbursements of the organization, including, specifically, the number of its members, the dues collected from its members, and the amounts of dues remitted to the Missouri PTA. Such books of account and records shall at all reasonable times be open to inspection by an authorized representative of the Missouri PTA, or where directed by the committee on state and national relationships, by a duly authorized representative of the National PTA.

Section 8. The books of the treasurer shall be reviewed annually and upon the resignation or removal of the treasurer or any other authorized bank signatory, by an auditor, reviewer or reviewing committee whose report shall be submitted to the local PTA general membership for adoption; a copy must be submitted to Missouri PTA.

Section 9. The charter of this local PTA shall be subject to withdrawal and the status of such organization as a local PTA shall be subject to termination, in the manner and under the circumstances provided by the bylaws of the Missouri PTA.

Section 10. This local PTA is obligated, upon withdrawal of its charter by the Missouri PTA, to carry out promptly, under supervision and direction of the Missouri PTA, all proceedings necessary or desirable for the purpose of dissolving the Nashua Elementary PTA.

Section 11. A local PTA may dissolve in the following manner:

- a. The executive committee (or other body that, under its bylaws manages the affairs of the local PTA) shall adopt a resolution recommending that the local PTA be dissolved and directing that the questions of such dissolution be submitted to a vote at a special meeting of members having voting rights. Written or printed notice stating that the purpose of such meeting is to consider the advisability of dissolving the local PTA shall be given to each member entitled to vote at such meeting at least thirty (30) days prior to the date of such meeting.
- b. Written notice of the adoption of such resolution, accompanied by a copy of the notice of the special meeting of members, shall be given to the president of the Missouri PTA at least thirty (30) days before the date fixed for such special meeting of its members.
- c. Only those persons who were members of the local PTA on the date of the adoption of the resolution and who continue to be members in good standing on the date of the special meeting shall be entitled to vote on the question of dissolution.
- d. Approval of dissolution of the local PTA shall require the affirmative vote of at least two-thirds of the members present and entitled to vote at the special meeting, a quorum being present.
- e. If this local PTA votes to dissolve, it must yield up and surrender all of its books and records and all of its assets and property to the Missouri PTA or to such agency as may be designated by the Missouri PTA or to another local PTA organized under the authority of the Missouri PTA. It must also cease and desist from the further use of any name that implies or connotes association with the National PTA or the Missouri PTA or status as a constituent organization of the National PTA.

ARTICLE V: MEMBERSHIP AND DUES

Section 1. Every individual who is a member of this local PTA is, by virtue of that fact, a member of the National PTA and of the Missouri PTA by which this local PTA is chartered, and is entitled to all the benefits of such membership.

- # Section 2. Membership in this local PTA shall be open, without discrimination, to anyone who believes in and supports the mission and purposes of National PTA.
- # Section 3. This local PTA shall conduct an annual enrollment of members but may admit individuals to membership at any time. The membership year shall be July 1 through June 30.
- # Section 4. Each member of this local PTA shall pay such annual dues to said organization as may be determined by the organization. The amount of such dues shall include the portion payable to the Missouri PTA (the state portion) and the portion payable to the National PTA (the national portion).
- # Section 5. The National PTA portion of each member's dues shall be two dollars and twenty-five cents (\$2.25) per annum.
- # Section 6. The Missouri PTA portion of each member's dues shall be two dollars (\$2.00) per annum.
- **Section 7**. Each member of this local PTA shall pay annual dues of six dollars (\$6.00) to said organization. The amount of such dues shall include the portion payable to the Missouri PTA and the portion payable to the National PTA.
- # Section 8. Local units may enroll business members. The amount of such dues shall include five dollars and fifty cents (\$5.50) per business member, which includes the state portion, national portion and service fees.
- **Section 9**. Each business member of this local PTA shall pay business membership dues of ten dollars (\$10.00) to said organization.

Section 10.

- a. The local treasurer shall keep the record of the state and national portions of the membership dues separate from the record of the general funds of the local unit. All state and national portions are payable to the state office the first of each month.
- b. Any PTA unit whose dues are not received at the state office postmarked on or before March 1 shall be delinquent and shall not be entitled to representation at the state convention except as provided in Article XI, Section 2 of the Missouri PTA bylaws.
- c. Ten (10) or more paid members shall constitute a PTA unit.
- d. After three (3) years delinquency, a unit shall not be eligible for reinstatement, but upon payment of dues, shall be organized as a new unit.

ARTICLE VI: OFFICERS

- # Section 1. Each officer shall be a member of this local PTA. No person shall hold any elective or appointive position in any local PTA who is not a member in good standing of such local PTA.
- # Section 2. All local PTAs shall elect officers before March 31, and shall send to the state office by that date, the names of officers who shall serve the ensuing year.
- **Section 3**. The officers of this local PTA shall be a president, one (1) two (2) vice president(s), secretary, and a treasurer.
- **Section 4**. Officers shall be elected by the general membership, by ballot, in the month of March.
- **Section 5**. The vote shall be conducted by ballot, a majority shall elect. When there is only one (1) candidate for an office, the election may be held by voice vote.

Section 6. The following provisions shall govern the eligibility of individuals to be officers of the Nashua Elementary PTA:

a. No officer may be eligible to serve more than two (2) consecutive terms in the same office. A person who has served in an office for more than one half of a full term shall be deemed to have served a full term in such office.

Section 7. Officers shall assume their official duties following the close of the school year, except the treasurer who shall assume that officer's duties at the close of the fiscal year. Officers shall serve for a term of two (2) year(s) or until their successors are elected.

Section 8. Nominating committee:

- #a. The nominating committee shall be elected.
- b. There shall be a nominating committee composed of three (3) members who shall be elected by this local PTA at a regular general membership meeting at least four (4) months prior to the election of officers, as outlined in Article VI, Section 4.
- c. The committee shall elect its own chairman.
- d. The committee shall nominate an eligible person for each office to be filled and report its nominees at the time of the election at which time additional nominations may be made from the floor of the general membership meeting when the election is held.
- e. Only those individuals who are current members of this local PTA (or from a "feeder school") and who have signified their consent to serve if elected shall be nominated for, or elected to, such office.

Section 9. A vacancy occurring in any office shall be filled for the unexpired term by a person elected by a majority vote of the board, notice of such election having been given. In case a vacancy occurs in the office of president, the first vice president shall serve notice of the election.

ARTICLE VII: DUTIES OF OFFICERS

Section 1. The president shall:

- a. preside at all meetings of this local PTA;
- b. serve as an ex-officio member of all committees except the nominating committee;
- c. coordinate the work of the officers and committees of this local PTA in order that the Purposes may be promoted; and
- d. appoint a parliamentarian, if desired.

Section 2. The vice president(s) shall:

- a. serve as aide(s) to the president; and
- b. perform the duties of the president in the president's absence or inability to serve; if more than one vice president they will preside in the order of 1st vice president, 2nd vice president, etc.
- c. The first vice president shall organize Nashua Elementary PTA sponsored book fairs.
- d. The second vice president shall organize our family fun night.

Section 3. The secretary shall:

- a. record and preserve the minutes of all meetings of the Nashua Elementary PTA;
- b. be prepared to read the records of any previous meetings;
- c. preserve all records;
- d. have a current copy of the bylaws;
- e. maintain a current membership list; and
- f. forward names and addresses of newly elected officers to the state office no later than March 31.

Section 4. The treasurer shall:

- #a. submit the books for an annual financial review and upon the resignation or removal of the treasurer or any other authorized bank account signatory;
- #b. keep the record of the state and national portions of the membership dues separate from the record of the general funds of the local unit and remit all state and national portions of the membership dues to the state office. All state and national portions are payable to the state office the first of each month:
- #c. submit a copy of the unit's fiscal year-end report to the state PTA by December 1st of each year;
- #d. submit a copy of the unit's annual financial review to the state PTA by December 1st of each year;
- #e. submit a copy of the required IRS tax form to the state PTA by December 1st of each year;
- f. have custody of the funds of this local PTA;
- g. maintain a full account of the funds of this local PTA:
- h. make disbursements as authorized by the president, board, or this local PTA in accordance with the budget adopted by this local PTA;
- i. have checks signed by the treasurer;
- j. have vouchers signed by the chairman and the president before presenting to the treasurer for payment;
- k. cause to be kept a full and accurate account of the receipts and disbursements in the books belonging to the Nashua Elementary PTA;
- 1. provide a financial statement at each meeting;
- m. present an annual report of the financial condition of the organization; and
- n. be responsible for preparing or having prepared IRS forms at the proper time.

Section 5. All officers shall:

- a. meet within thirty (30) days of assuming office for the purpose of appointing committee chairmen and begin planning for the ensuing year.
- b. perform such other duties as may be provided for by these bylaws, prescribed by the parliamentary authority, or directed by the president, the executive committee or association; and
- c. turn over to the president, without delay, all records, books, and other materials pertaining to their office, and shall return to the treasurer, without delay, all receipts and funds pertaining to their office upon the expiration of their term or in case of resignation.

ARTICLE VIII: EXECUTIVE BOARD

- # Section 1. Each board member shall be a member of this local PTA. No person shall hold any elective or appointive position in any local PTA who is not a member in good standing of such local PTA.
- # Section 2. A PTA member shall not serve as a voting member of this local PTA's board while serving as a paid employee of or under contract to this local PTA.
- **Section 3**. The members of the board shall be:
 - a. elected officers; and
 - b. standing committee chairs, council delegates, teacher representatives, and the principal or their representative.
- **Section 4**. The affairs of the Nashua Elementary PTA shall be managed by the executive board in the intervals between local unit PTA general membership (unit) meetings. Duties of the board shall be to:
 - #a. select an auditor, a reviewer, or financial review committee to review the treasurer's accounts whose report shall be submitted to the general membership for adoption; a copy must be submitted to Missouri PTA.

- b. carry out such business as may be referred to it by the membership of the association;
- c. create standing and special committees;
- d. approve the plan of work presented by committee chairmen;
- e. present a report at the regular general membership meetings of this local PTA;
- f. prepare and submit an annual budget to this local PTA's general membership for adoption;
- g. approve payment of routine bills within the limits of the approved budget;
- Section 5. Regular meetings of the board shall be held as set by the board at its first meeting of the year.
- **Section 6**. Special meetings of the board may be called by the president or when requested by 13 members upon 30 days' notice to each member of the board.
- **Section 7**. At all meetings of the board, 13 members of the board shall constitute a quorum for the transaction of business.
- **Section 8**. If any officer shall cease to meet the qualifications or fulfill the duties of the position, that person may be removed by a two-thirds (2/3) vote of the executive board.
- **Section 9**. Upon the expiration of the term of office, or when individuals cease to hold the position that entitles them to be a member of the board, they shall automatically cease to be a member of the board and shall be relieved of all duties and responsibilities incident to such membership. All records, books and other materials pertaining to the position shall be turned over to the president and all funds pertaining to the position shall be returned to the treasurer within fourteen (14) days.

ARTICLE IX: COMMITTEES

- # Section 1. Only members of this local PTA shall be eligible to serve in any elective or appointive positions.
- **Section 2**. Standing committees are those that perform a continuing function and serve all year. Such standing committees may be created by the board to promote and carry out the Purposes and the work of the PTA. The standing committees of this local PTA shall be:
 - a. 5th Grade Sock Hop
 - b. Back to School Night
 - a.c. Book Fair
 - d. Bulletin Board
 - e. Cookie Receptions
 - f. Fall/Winter Family Event
 - **b**-g.Family Fun Night
 - **e-h.** Field Day Snacks
 - d. Field Trip/Assembly Liason
 - **⇔i**. Fundraising
 - f. Hospitality
 - g. Ink Cartridge Recycling
 - <u>h</u>.i. Kindergarten Roundup
 - i.k. Labelss for Kids
 - **≒**l. Membership
 - k.m. Mercury Gym Nights
 - n. Public Relations Facebook Admin
 - +o. Reflections
 - m.p. Restaurant Nights
 - n.q. Room Parties

- o. School Board Advocate
- p. Skating Parties
- **⊕**r. Spirit Wear
- s. Staff Appreciation
- st. Sunshine
- t. Trash Bags
- u. Tree Maintenance
- v. Website
- w. Yearbook
- **Section 3.** Special committees are created for a special purpose and automatically cease to exist when their work is done and the final report is received. The board may create such special committees as it may deem necessary.
- **Section 4**. The chairmen of committees shall be selected by the officers of the association and shall serve for a term of two (2) year(s) or until the selection of a successor.
- **Section 5**. The chair of each committee shall present a plan of work to the executive board for approval. No committee work shall be undertaken without the consent of the board.
- **Section 6**. The president shall be a member ex officio of all committees except the nominating committee. The president shall be notified of all committee meetings.

ARTICLE X: GENERAL MEMBERSHIP (UNIT) MEETINGS

- # Section 1. In general membership (unit) meetings the right to offer motions, make nominations, speak in debate, and vote, shall be limited to members of this association whose dues are paid.
- **Section 2**. Regular meetings of the general membership (unit) of the local PTA shall be held on the third Tuesday of each month, unless otherwise provided by this local PTA, the board or executive committee. Thirty (30) days' notice shall be given to the membership of any change of date.
- **Section 3**. Special meetings of this local PTA may be called by the president or by a majority of the board thirty (30) days' notice having been given.
- **Section 4**. Fifteen (15) members shall constitute a quorum for the transaction of business in any general membership meeting of this local PTA.
- **Section 5.** The annual meeting shall be the last general membership (unit) meeting of the year, at which time annual reports shall be received and new officers installed. The annual meeting shall be held in May.

ARTICLE XI: COUNCIL MEMBERSHIP

- **Section 1**. This local PTA shall be represented in meetings of the North Kansas City Council PTA by the president, or appointed alternate, and by two (2) delegate(s) or alternate(s).
 - #a. All representatives to the council PTA must be members of this local PTA.
 - b. Delegates and their alternates shall be chosen by appointment in September.
 - c. Delegates to the North Kansas City Council PTA shall serve for a term of two (2) years.
- **Section 2**. This local PTA shall pay annual dues of thirty dollars (\$30.00) to the North Kansas City Council PTA as provided in the North Kansas City Council PTA bylaws.

ARTICLE XII: MISSOURI PTA CONVENTION

This local PTA shall be represented at the annual meeting of the Missouri PTA by the president, or appointed alternate, and by the number of delegates the unit is allowed to send.

- #a. All representatives to the Missouri PTA convention must be members of this local PTA.
- #b. The number of voting delegate cards this local unit is entitled to is based on membership of the previous year.
- c. Delegates and their alternates shall be chosen on a voluntary basis in January.

ARTICLE XIII: FISCAL YEAR

The fiscal year of the Nashua Elementary PTA shall begin on July 1st and end on the following June 30th.

ARTICLE XIV: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the National PTA and the Nashua Elementary PTA in all cases in which they are applicable and in which they are not in conflict with these bylaws, the bylaws of the National PTA, the Missouri PTA Bylaws or the Articles of Incorporation.

ARTICLE XV: AMENDMENTS

- # Section 1. These bylaws may be amended at any general membership (unit) meeting of the Nashua Elementary PTA by a two-thirds (2/3) vote of those members present and voting, a quorum being present, provided that the proposed amendments have been provided to the membership at the previous meeting or five (5) days prior to the meeting.
- **Section 2**. If a complete revision of the bylaws is needed, a committee may be appointed by a majority vote at a general membership (unit) meeting of this local PTA, or by a two-thirds (2/3) vote of the board of this local PTA, to submit a revised set of bylaws as a substitute for the existing bylaws. The requirements for adoption of a revised set of bylaws shall be the same as in the case of an amendment.
- # Section 3. Submission of amendments or revised bylaws for approval by the state PTA shall be sent, in duplicate, to the state office and shall become effective upon approval by the state procedures and bylaws chairman.
- # Section 4. The bylaws of local PTAs shall not conflict with any provision of the National PTA bylaws or the Missouri PTA bylaws. The adoption by Missouri PTA of any changes in required language in the model bylaws identified by a number symbol (#) shall serve automatically and without the requirement of further action by the local PTA to amend correspondingly the bylaws of the local PTA. Notwithstanding the automatic process, the local PTA shall promptly incorporate such amendments into their respective bylaws.

NASHUA ELEMENTARY PTA PONY EXPRESS REGION

BYLAWS COMMITTEE

Bylaws Committee:	Robyn Tuwei (chairman)	Jennifer Robert (member)
	Christina Potratz (member)	Andrea Gilbertson (member)
Bylaws Revised:	_February 4, 2019(date)	Bylaws Approved by Unit:(date)

INDEX

ARTICLE	TITLE	PAGE
ARTICLE I	NAME	1
ARTICLE II	PURPOSES	1
ARTICLE III	BASIC POLICIES	1
ARTICLE IV	RELATIONSHIP WITH NATIONAL PTA AND MISSOURI PTA	2
ARTICLE V	MEMBERSHIP AND DUES	3
ARTICLE VI	OFFICERS	4
ARTICLE VII	DUTIES OF OFFICERS	5
ARTICLE VIII	EXECUTIVE BOARD	6
ARTICLE IX	COMMITTEES	7
ARTICLE X	MEETINGS	8
ARTICLE XI	COUNCIL MEMBERSHIP	8
ARTICLE XII	MISSOURI PTA CONVENTION	8
ARTICLE XIII	FISCAL YEAR	8
ARTICLE XIV	PARLIAMENTARY AUTHORITY	9
ARTICLE XV	AMENDMENTS	9

NASHUA PTA BUDGET 2019-20 School Year - Proposed - Vote at Feb 19 Meeting

INCOMI	=		Contact	Notes	EXPENSES			Contact	Notes
BOOK FAIR		1 000	Shields, R. Alfrey	Notes	ADMINISTRATIVE (INCLUDES MONEYMINDER EXPENSE)	Ś	210	Potratz	Notes
DONATIONS	ç ç		Wazac, Robert		BAD DEBT	ç ç		Potratz	
FUNDRAISER	ç		Fundraising Chair		BULLETIN BOARDS	¢		Leatherman	
LABELS	\$,	Robert		CAREER DAY	\$		Munson	
MEMBERSHIPS	Ś	,	Rice		COOKIE RECEPTIONS	¢		Nammavalv	
SPIRITWEAR	Ś		Wazac, Corigliano		FALL/WINTER FAMILY EVENT(S)	ς ς		Fall/Winter Family Event Chair	was \$300
YEARBOOKS	Ś		Garrett		FAMILY FUN NIGHT	Ś		Gilbertson	
		_,-,			FIELD DAY	Ś		M. Alfrey	
TOTAL INCO	MF Ś	9 730			FIELD TRIPS & TRANSPORTATION	S		Note 1	\$10/STUDENT, GRADES K-5
TOTALINGO	🗸	2,.30			FIFTH GRADE DARE SHIRTS AND BOOKS	\$,	Douglas, Fountain, Plummer	was \$600
					HONOR ROLL/YOUTH FRIENDS	Ś		Cobb	was \$000
					INSURANCE	Ś		Potratz	
					KINDERGARTEN ROUNDUP	÷		Sprague	new line item
*\$2650 of the excess funds i	n our cho	cking acc	ount at the end of 2018.	10	KINDNESS LEADERSHIP COMMITTEE	Ş Č		Munson	new line item
will be used to reduce the fu		-		15	LIBRARY	¢		Hoke	
reduce the funds available for					NKC PTA DUES	¢	,	Potratz	
					RB DOOLIN SCHOLARSHIP	\$		Potratz	
					READING FAMILY NIGHT	ς ς		Morrison	
					ROOM PARTY (including 5th grade sock hop) AND FIELD	DAY	200	Wazac & Leatherman, 5th	line item for collecting room
					SNACKS	D/(1		Grade Sock Hop Chair,	party/field day fees - Sock Hop not to
								Hiebert	exceed \$250 of this line item; Field
									Day not to exceed \$250 of this line
									item
					SCHOOL BEAUTIFICATION/OUTDOOR CLASSROOM	\$	150	Staff Member	was \$300
					STAFF APPRECIATION	\$		Berry	
					STUDENT COUNCIL	\$		Fountain	
					SUNSHINE COMMITTEE	\$	120	Tuwei	
					TEACHER/SPECIALTY TEACHER/NURSE FUNDS	\$	2,900	Note 2	\$100/TEACHER
					TURKEY TROT	\$	175	M. Alfrey	
						_		_	

TOTAL EXPENSES \$ 12,380

Plan to spend this much from checking account* \$ 2,650

was \$12,530

was \$2800

NOTE 1: Fowler, Goodwin, Lowe, Sprague, Blair, Vroom, Huebener, Lister, Knight, Connors, Dahm, Glasgow, Crisafulli, Munson, Rodgers, Douglas, Fountain, Plummer

NOTE 2: Fowler, Goodwin, Lowe, Sprague, Blair, Vroom, Huebener, Lister, Knight, Connors, Dahm, Glasgow, Crisafulli, Munson, Rodgers, Douglas, Fountain, Plummer, Zimmerman, Doolittle, Alfrey, Lindhorst, Cobb, Tillock, Morrison, Kralik, Oliver, Strings, plus 1 future staff





Thu Fri

READQTHON

Tue

Mon

• READING GOALS

3	4	5	KICKOFF!	7
			Reading Day 1:	Reading Day 2:
			Read to someone in your family for 10 minutes	Read about animals for 10 minutes
10	11	12	13	14
Reading Day 3	Reading Day 4:	Reading Day 5:	Reading Day 6:	Reading Day 7:
Read an extra 10 minutes	Swap evening TV for an adventure book or story!	Find a cookbook at home and make the most interesting dish With your folks	Read to your pet, or aloud to a stuffed animal!	How many smaller words can you find in the word: watermelon
17	18	19		
Reading Day 8:	Reading Day 9	Reading Day 10		
Work up an appetite by reading a story about food. Make and eat the food you read about.	Trade a book with a friend to read at home!	Donations close today. Read an extra 10 minutes!		

Teacher Instructions and rewards



TEACHER DAILY ACTION STEPS

1. OVERVIEW

A read-a-thon allows you to raise big money and do a TON of reading. The students are challenged for the next 10 school days to read an extra 10 minutes per day! Every day the students will recite the read-a-thon pledge during morning announcements, and they will get a special reading challenge every day to take home!

Our donation drive is all ONLINE, so you do not have to fuss with money collection envelopes!

For individual rewards, the students will try to earn donation pledge bands. Every day, teachers will receive an email telling them which students earned pledge bands. pledge Simply hand the wristbands provided at your convenience.

2. UPDATE YOUR READ-A-THON PLEDGE METER

Update your Pledge Meter based on the SCHOOL PLEDGE SITE totals for your classroom! Make sure you color your progress! Your pledge total is viewable from your school unique page. Update the reader meter and the money meter!

3. EMAIL YOUR PARENTS DAILY

- Make sure you communicate with your parents about the things happening in your class. Possible topics are:
 - Pledge Progress

- School Financial Goals
- Next Pledge Meter incentive
- Encouraging message
- Fun Moments

3. PROMOTE PLEDGING DAILY

- Remind your parents to reach out to sponsors.
- Celebrate students who get pledges
- Announce Pledge Meter progress and motivate next level
- Try and get a corporate sponsor or business to match your classroom total!

HOW TO PLEDGE METER

DON'T FORGET TO FILL OUT YOUR PLEDGE METERS! PLEASE HAVE THEM FILLED OUT AND POSTED IN YOUR CLASSROOM THE DAY AFTER KICKOFF!

> Come up with your own incentives for your classroom. ter as a tudents

k	EAD-A-TH	ON	750	incentives for your classroom.			
	REWARD	5		Use this Pledge Meter as a			
LASS	NAME:	DE:	1/2	guide.	Reward the students		
	\$3,000 COLLECTION RECORDURE			AMOUNTS	SAMPLE INCENTIVES		
	\$2,000 COLLECTION RODOTION	UANUE			Pie-A-Teacher		
Ī		100	1		Movie Hour, Music Hour		
	\$1,200	MPI	10	\$3,000 TOTAL	Movie Day, No Homework Night		
	COLLECTION INCENTIVE	90 MP3		\$2,000 TOTAL	Technology Day, Crazy Hair Day		
Ś	\$800	80		\$1,200 TOTAL	Shoes-Off Day		
	COLLECTION INCENTIVE			\$800 TOTAL	Treat Day, Lunch In Classroom		
		70 R		\$500 TOTAL	Free Time, Crazy Sock Day		
	\$500 COLLICTION INCIDENT.	READER			Pencil, Wiggle Party		
	EXTRA RECESSI				10 Minutes Extra Recess		
	COLOR SI VOUR CLAS PROCREM ON THE BAR ABOVE	SO WETER	4		These amounts are		
	EAD-A-THON PLEDGE	40 MP3	91	III /	on your Pledge Meter		
I know it's the key to growing up right. I'll read to myself, I'll read to a crowd. It makes no difference if silent or load		30 LEPS	V	/e encoura	age you to use your		
of f	tabe this oath to mabe reading my way seding my brain what it needs every day! O MINUTES PER STUDENT incentive:	20 MP3	in	finite creat	tivity and wisdom to		
		10					

e your dom to help promote this fundraiser. If something is working for your

CREATE INCENTIVES THAT ARE FUN FOR YOUR STUDENTS AND NO COST TO YOU!

READATHON PRIZES!!

The more pledges you get, the more bands you earn!!

Level	<u>\$</u>	Amount Prize Description
A	\$10	Green Pledge Band!
В	\$25	Yellow Pledge Band! (Earn Extra Recess!)
c	\$50	Purple Pledge Band!
Ь	\$75	Rainbow Pledge Band! (Free Popsicle treat)
E	\$100	Tiger Pledge Band!
F	\$150	USA Pledge Band! (Attend VIP READER party)
G	\$200	Money Band Students with the MONEY WHEEL BAND get to spin the MONEY WHEEL!
н	\$400	Ice Pledge Band!
ı	\$800	Fire Pledge Band!
ı	\$1,000	Swirl Pledge Band! (\$50 Gift Card!)
		Top 10 Students!
		Top 10 students earn a GOLD PLEDGE BAND and a
		V.I.P. Lunch with the Principal!

Prizes are given out based on pledges (promises) gathered via the Pledge Website

Enter your pledges online to receive prizes!

Money earned will benefit all of our students. Thank you for your support!!

Student Rewards

- Wristbands will be provided for teachers to hand out!
 - You can assign a special privilege to each wristband color to increase donations!



- Set up each student with their own pledge webpage
 - Set Reading and Financial Goals for each student
 - Set Goals for the campaign
- Display TOP Teachers and Students to encourage competition
 - Accept payments via credit/debit, PayPal and Cash/Check





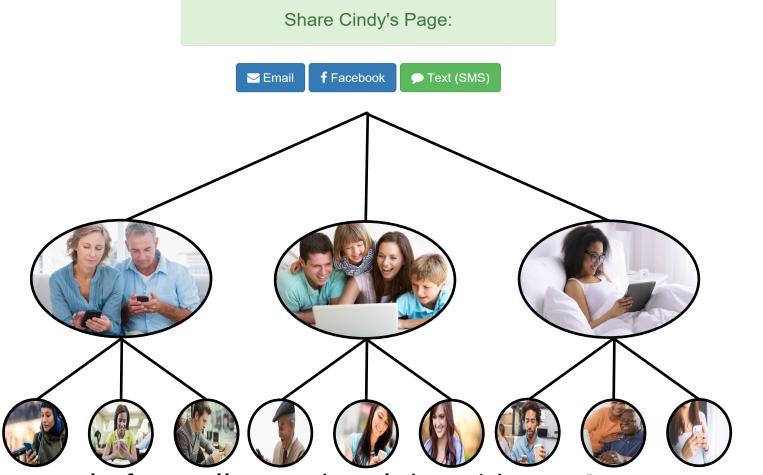








Social Networking & Text



- Reach people from all over the globe with our SHARE BUTTONS
 - Featuring 'Click-to-text' functionality for mobile devices
 - People can donate AND spread the word!

Parent Communications

- Send email updates to parents about the fundraiser
 - Link parent emails to student pages
- Emails can be scheduled in advance, and look like they are coming from the PTA/PTO or the principal in the parent inbox.





Organized Reports

Reports Include

- Classroom Updates
 - Prize Reports
- Top Student Reports
- Top Teacher Reports
 - Checklists
- Money Collection Reports
 - Daily Snapshot Reports



Rewards

 Ask your pledge-drive.net representative about how you can keep track/give rewards to your students daily, helping to drive pledges even more!

