

# CANADOCHLY PTO MONTHLY MEETING MINUTES

DATE: Tuesday, January 8, 2019

Tina Fox, Presiding

## **MEMBERS PRESENT: (14 Attendees)**

<i>Tina Shields</i>	<i>Jen Mellinger</i>	<i>Jen Galvin</i>	<i>Rebecca Coopersmith</i>
<i>Nicole Seiple</i>	<i>Angie Mable</i>	<i>Leanne Beaghan</i>	<i>Steven Miller</i>
<i>Ms. Moczulski</i>	<i>Amy Dilley</i>	<i>Tina Fox</i>	
<i>Diane Caldwell</i>	<i>Karen Gilbert</i>	<i>Jenn Strayer</i>	

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*Meeting called to order at 6:03 pm in the Library.*

## **SECRETARY'S REPORT (Jen Galvin)**

- Minutes from the December 4, 2018 meeting were approved.

### **Minutes Approved:**

Motion to Approve:	2nd:	Vote:
Rebecca Coopersmith	Nicole Seiple	All in Favor

## **TREASURER'S REPORT (Jen Mellinger)**

- *See Appendix A for December 2018 Treasurer's Report.*

### **Treasurer's Report Approved:**

Motion to approve:	2 <sup>nd</sup> :	Vote:
Diane Caldwell	Rebecca Coopersmith	All in favor

## **PRESIDENT'S REPORT (Tina Fox)**

- *Thanked Everyone that helped at Secret Santa Shop.*
- *Asked for thoughts on emailing Meeting Minutes prior to PTO Meeting each month instead of printing copies for each meeting. Everyone was in favor of this.*
- *Next PTO Meeting is February 5, 2019 at 6:00 pm in the Library.*

## **PRINCIPAL'S REPORT (Ms. Moczulski)**

- *Early Dismissal at 12:30 pm on January 17th and 18th.*
- *No School on January 21st*
- *Reports Cards will be issued on January 30th.*
- *School Counselor Week is the week of February 4th.*
- *Spring Pictures on February 6th..*

## **VICE PRESIDENT'S REPORT (Leanne Beaghan)**

- *Next Roller Skating Party is February 20th from 6-8 pm*

## **MEMBERSHIP (Tina Shields)**

- *No Report this month.*

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## **BOX TOPS (April Fake)**

- *See Appendix B*

## **NEWSLETTER (Tina Shields)**

- *Deadline for the January Newsletter is January 27th. Newsletter will go home on January 30th.*
- *Looking for more Student Highlights to include in the Newsletter.*

## **MOO MONEY (Jen Galvin)**

- *\$50.00 Bag ready to be mailed shortly.*
- *Possibly a 2nd bag will be ready also to mail.*

## **HOSPITALITY (Jen Sitler)**

- *No Report this month.*

## **FUNDRAISING (Diane Caldwell)**

- *Laser Alley Fundraiser is this Friday, Jan. 11th. Currently there are 35 -- \$15.00 tickets sold & 16 -- \$12.00 tickets sold with a profit of \$358.50 so far. There is a max of 144 tickets that can be sold for the fundraiser.*
- *R&K Sub Fundraiser is scheduled for Feb. 20-March 6th. Delivery is scheduled for March 18th.*
- *Fundraising Opt-out Form will be going home again in the beginning of February.*
- *Looking for a Restaurant Fundraiser as a replacement for Buffalo Wild Wings since we are not doing that one again this year. Looking into Chick-Fil-A (10% donation), MOD Pizza (20% Donation if we are approved) & Chipotle (33% donation).*
- *Need to schedule Barnstormers game if we will be doing it again this year for the 5th Graders. Do we want to do something else? Discussed possibly some type of event at the school as long as we can secure enough Chaperones. Will check with the 5th Grade teachers for suggestions prior to the February PTO Meeting.*

## **BOOK FAIR (Laurie Hartman)**

- *No Report this month.*

## **SANTA SHOP: (Tina Fox)**

- *Had a Good Year.*
- *Total Deposits for the week were \$5,892.05 which was the most that I've ever made.*
- *Shanda, Rebecca Coopersmith, and I will be meeting this week with Butch to purchase items for the next Secret Santa Shop.*

## **YEARBOOK (Nicole Seiple)**

- *As of January 6th, 147 copies have been sold for a total of \$2,517.50.*
- *We are contracted to buy 251 yearbooks.*
- *2nd Sale along with Love Lines will start on January 30th & will run until February 27th*
- *See Nicole if interested in helping with the Yearbook.*

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## **MAYFAIR (Karen Gilbert)**

- *Bounce Houses have been reserved for this years Mayfair thru Bounce-Around for \$815.20 which is the same amount as last year; reservation is for 3 bounce houses and 3 attendants. Possibly will look into 1 bounce house and 1 obstacle course since 3 may be too many.*
- *Have lots of prizes already.*
- *Need a new Chairperson for next year since this is my last school year here.*
- *Tina Fox discussed needing suggestions for Raffle items in the \$100-\$150 range.*

## **TEACHER REPRESENTATIVES (Jeremy Young)**

- *No Report this month*

## **OLD BUSINESS (Tina Fox)**

- Stencils will be done in the Spring by a Maintenance Worker from Red Lion School District mostly on the weekends; some evenings. The quote for his services to install the stencils on the playground is \$3,000-\$3,500 Max. Motion to approve this was made by Jen Mellinger, 2nd by Nicole Seiple; All Approved this motion.
- Discussed the Disney World Tickets that we will be receiving sometime after Mayfair 2019; the tickets will be good for 2 years. Discussed using a lottery system for distribution for Mayfair approved volunteers of 2 hrs or more until someone will agree to use the tickets.

## **NEW BUSINESS**

- Tina Shields discussed implementing schoolstore.com which would donate a percentage of online shopping thru their website from stores like Walmart and Kohls, etc. (over 400 participating stores). Since the funds are required to be sent to the PTO, Tina asked if 10% could be given to the Principals Fund to use for prizes for the students. Motion to approve this request by Tina Shields was made by Rebecca Coopersmith, 2nd by Diane Caldwell; All approved this motion.

*Meeting adjourned at 7:05 pm*

### **Motion to adjourn:**

Motion:

Leanne Beaghan

2<sup>nd</sup>:

Jen Mellinger

Vote:

All in favor

**Respectfully submitted,  
Jennifer Galvin, Secretary**

# CANADOCHLY PTO JANUARY 2019 MEETING MINUTES

## APPENDIX A

01/07/2019

### Cash Flow - Dec 2018 12/01/2018 through 12/31/2018

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Category	12/01/2018- 12/31/2018
<b>INFLOWS</b>	
Fundraising Income	
Catalog Sale Income	85.00
TOTAL Fundraising Income	85.00
Interest Income	0.42
Santa Shop Income	5,892.05
Yearbook Income	110.00 (Mayfair 2018)
<b>TOTAL INFLOWS</b>	<b>6,087.47</b>
<b>OUTFLOWS</b>	
Box Tops Expense	48.77
Fees & Charges	0.00
Field Trip Expense	170.13
Fundraising Expense	
Catalog Sale Expense	3,388.60
TOTAL Fundraising Expense	3,388.60
Hospitality Expense	179.57
Office Expense	14.78
Santa Shop Expense	2,693.19
Spiritwear Expense	2,157.50
<b>TOTAL OUTFLOWS</b>	<b>8,652.54</b>
<b>OVERALL TOTAL</b>	<b>-2,565.07</b>

Balance as of 12.31.18: **\$51,905.41**

CD balance as of 12.31.18: **\$5,124.01**

Interest rate: 1.75%

Next renewal date: 6/9/19

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## APPENDIX A

### Budget 2018-2019: Projected vs. Actual, Cash In/Out

Transactions for 2018-19, to date 12.31.18

Cash In:		Projected	Actual	Difference	
	<b>Fundraising</b>				
	Glow Run/Walk	\$2,000.00	1,633.25		
	Food Sale #1 (R&K)	\$4,000.00	3,400.18	- 599.82	final
	Yankee Candle	\$2,000.00	★ 1,966.11	-33.89	
	Bowling	\$1,000.00			
	Food Sale #2 (R&K)	\$4,000.00			
	Box Tops	\$2,000.00	★ -48.77	-2,048.77	
	Restaurant Fundraiser	\$375.00			
	Moo Money	\$150.00			
	Amazon Smile	\$75.00	15.92	- 59.08	
	Membership	\$200.00	143.00	- 57.00	
	Interest	\$40.00	★ 6.63	- 33.37	
	Raffles	\$2,000.00			
	Opt-Out Program	\$500.00	493.00	\$7.00	
	<b>Total Fundraising</b>	<b>\$18,340.00</b>	<b>7,609.32</b>		
	<b>Cash Out:</b>				
	<b>Educational</b>				
	Field Trips	\$9,045.00	★ -170.13	8,874.87	
	Magazines	Scholastic Dollars	-39.20	-39.20	final
	Time for Kids	\$845.00	-823.02	21.98	final
	Teacher Reimbursement	\$750.00	-91.36	658.64	
	Eckert Scholarship	\$750.00			
	Awards	\$100.00			
	Principal	\$100.00			
	<b>Programs</b>				
	Yearbook	\$1,500.00	★ 110.00		
	Assembly	\$1,500.00			
	Santa Shop	Break Even	★ 1,798.27	1,798.27	
	Book Fair	Break Even	0.00	0.00	
	May Fair	Break Even			
	5th Grade Farewell	\$800.00			
	<b>School Activities</b>				
	Movie License	Prepaid until 9/2019 (then \$1500)			
	License - Small Game of Chance	\$125.00	-125.00	0.00	final
	Field Day	\$100.00			
	Track Meet	\$600.00			
	Skating	\$350.00	-150.00	200.00	
	Hospitality	\$600.00	★ -277.08	322.92	
	Nurse	\$50.00			
	Holiday Baskets	\$300.00	-300.00	0.00	final
	Taxes	\$375.00			
	Office / Office Supplies	\$200.00	★ -142.03	57.97	
	Volunteer/Teacher appreciation	\$150.00			
	Miscellaneous (Bank Fees)	\$100.00	★ -24.98	75.02	
	<b>Total Expenses</b>	<b>\$18,340.00</b>	<b>-234.53</b>		
	<b>Total</b>	<b>0.00</b>	<b>7,374.79</b>		
	Temporary item - Spiritwear		★ -38.00		

# CANADOCHLY PTO JANUARY 2019 MEETING MINUTES

## APPENDIX B

### Box Tops:

Total collected for December was \$186.70

Technically the office/staff won the collection but they chose to pass it onto the highest class. They collected \$65.00.

Miss Roby's class won the collection with \$19.10 and Mrs. Winters class came in second with \$15.40. Mrs DiChristfaro's class came in 3<sup>rd</sup> with \$13.80.

Top 5 Classrooms for the Summer Goodie Bag:

- |                      |          |
|----------------------|----------|
| 1. Miss Roby         | \$66.50  |
| 2. Mr. Renfro        | \$63.70. |
| 3. Mrs. Tilley       | \$58.30  |
| 4. Mrs. DiChristfaro | \$51.60  |
| 5. Mrs. Winter       | \$49.90  |

Next Collection will be January 22

Total Collected for the year: \$693.10

Still looking for someone who is interested in taking it over. They can email me if anyone is interested at [jfake720@gmail.com](mailto:jfake720@gmail.com)

Thank you!!!!