

# CANADOCHLY PTO MONTHLY MEETING MINUTES

DATE: Tuesday, February 5, 2019

Tina Fox, Presiding

## **MEMBERS PRESENT: (11 Attendees)**

Tina Shields	Jen Mellinger	April Fake	Rebecca Coopersmith
Nicole Seiple	Tina Fox	Karen Gilbert	Leanne Beaghan
Ms. Moczulski	Jen Galvin	Jenn Strayer	

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*Meeting called to order at 6:02 pm in the Library.*

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

- Minutes from the January 8, 2019 meeting were approved.

### **Minutes Approved:**

Motion to Approve:	2nd:	Vote:
Nicole Seiple	Jen Mellinger	All in Favor

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

- See Appendix A for January 2019 Treasurer's Report.

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

Motion to approve:	2nd:	Vote:
April Fake	Karen Gilbert	All in favor

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

- *Discussed possible options for a 5th Grade Farewell. Students and 5th Grade Teachers prefer to have something at the school. Discussed possibly having it after the 5th Grade Graduation; however, not sure there would be enough time prior to dismissal. Also discussed having it after school another day. Ms. Moczulski will check the school calendar to possibly come of with some suggestions for a date and will discuss at the next PTO meeting.*
- *Discussed possible gifts for the 5th Graders. Not sure what to get them. Will discuss further at next PTO Meeting.*
- *Next PTO Meeting is March 5, 2019 at 6:00 pm in the Library.*

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

- *Spring Pictures are tomorrow, February 6th*

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

- *Next Roller Skating Party is February 20th from 6-8 pm. Mrs. Shields will be emailing forms shortly.*
- *Planning a Parent's Night out at a Winery in March for Parents which will possibly recruit some new volunteers.*

# CANADOCHLY PTO FEBRUARY 2019 MEETING MINUTES

## **MEMBERSHIP (Tina Shields)**

- *No Report this month.*

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

- *See Appendix B*
- *Probably won't make the \$2,000.00 goal this year. There seems to be less box tops available then in the past.*
- *Will be dropping the Prize off in the office tomorrow for last month's winning classroom.*

## **NEWSLETTER (Tina Shields)**

- *Deadline for the next Newsletter is February 23rd.*
- *Looking for more Student Highlights to include in the Newsletter.*

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

- *Bag for \$50.00 sent on January 25th.*
- *Should have enough Moo Caps for another submission soon.*

## **HOSPITALITY (Tina Fox for Jen Sitler)**

- *Jen will be having a short meeting at 5:30 pm prior to the March PTO Meeting to discuss the May Teacher Appreciation Dinner for anyone that would be interested in helping with the dinner.*

## **FUNDRAISING (Tina Fox for Diane Caldwell)**

- *Thanked Everyone that attended the Laser Alley Fundraiser on Friday, January 11th. Total profit raised earned was \$603.00.*
- *Next fundraiser is the R&K Sub Fundraiser which is scheduled for Feb. 20-March 6th. Delivery is scheduled for March 18th from 4-6 pm.*
- *Another Fundraising Opt-out Form will be going home again Tomorrow, February 6th.*
- *Need to decide on the Restaurant Fundraiser for May. Narrowed it down to 2 choices: (1) Chipotle and (2) MOD Pizza. Diane's suggestion is for Chipotle; All were in favor of scheduling Chipotle.*

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

- *No Report this month.*

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

- *No Report this month.*

## **YEARBOOK (Nicole Seiple)**

- *Current Sale ends on February 27th along with the Love Lines. Flyers that were were printed by Lifetouch that were sent home had a misprint with the sale ending date. Mrs. Shields has agreed to send an email blast with the corrected date of February 27th as the last day to order Yearbooks.*

# CANADOCHLY PTO FEBRUARY 2019 MEETING MINUTES

## **MAYFAIR (Karen Gilbert)**

- *Three Bounce Houses were not yet reserved as noted in the January 8, 2019 meeting minutes; however, I have since reserved 2 Bounce Houses for this year's Mayfair (one Bounce House and one 30 FT. Obstacle Course) at an approximate cost of \$630.00 (3 bounce houses would have been \$815.00; 3 were booked in the past with 1 being free as an appreciation from the PTO)*
- *G's Concessions have been booked.*
- *Karen mentioned possibly using Punch Cards vs tickets as was discussed for Mayfair last year; what should we do for this year? Since tickets appear to be working, we all agreed to continue using tickets.*
- *April Fake mentioned to Karen that she was approached about contacting Vicki Barr who is the National Honor Society Advisor at the High School about possibly recruiting NHS Students for volunteers at May Fair since they need volunteer hours. Karen will follow up with Vicki Barr regarding this matter.*

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

- *No Report this month.*

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

- *No Report this month.*

## **NEW BUSINESS**

- *Flyers for Love Lines will be going home tomorrow, February, 6th.*
- *Tina Fox discussed possibly having a Trunk or Treat at the school as this was suggested more then once from parents at the school since they are held at other buildings in the district. Trunk or Treats were held in 2018 at Kreutz Creek Elementary School and thru the Interact Club at the High School.*

*Meeting adjourned at 6:42 pm*

### **Motion to adjourn:**

Motion:

Leanne Beaghan

2<sup>nd</sup>:

Rebecca Coopersmith

Vote:

All in favor

**Respectfully submitted,  
Jennifer Galvin, Secretary**

# CANADOCHLY PTO FEBRUARY 2019 MEETING MINUTES

## APPENDIX A

02/05/2019

### Cash Flow - Jan 2019 01/01/2019 through 01/31/2019

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Category	01/01/2019- 01/31/2019	
<b>INFLOWS</b>		
Box Tops Income	994.60	
Fundraising Income		
5 Below	267.58	
Catalog Sale Income	8.20	
Glow Bowl & Laser Tag	603.00	
TOTAL Fundraising Income	878.78	
Interest Income	0.40	
Yearbook Income	1,555.75	(75% of expected total bill)
<b>TOTAL INFLOWS</b>	<b>3,429.53</b>	
<b>OUTFLOWS</b>		
Eckert Scholarship Fund	800.00	(Net of \$1500.00 Total budgeted which includes \$700.00 from Teachers)
Fees & Charges	12.00	
Santa Shop Expense	1,240.25	
Yearbook Expense	2,825.45	
<b>TOTAL OUTFLOWS</b>	<b>4,877.70</b>	
<b>OVERALL TOTAL</b>	<b>-1,448.17</b>	

Balance as of 1.31.19:      **\$51,083.99**

CD balance as of 1.31.19:   **\$5,124.01**

Interest rate: 1.75%

Next renewal date: 6/9/19

# CANADOCHLY PTO FEBRUARY 2019 MEETING MINUTES

## APPENDIX A

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

Transactions for 2018-19, to date 1.31.18

Cash In:		Projected	Actual	Difference	
	<b>Fundraising</b>				
	Glow Run/Walk	\$2,000.00	1,633.25	-366.75	final
	Food Sale #1 (R&K)	\$4,000.00	3,400.18	-599.82	final
	Yankee Candle	\$2,000.00	★ 1,974.31	-25.69	final
	Bowling	\$1,000.00	★ 603.00	-397.00	final
	Food Sale #2 (R&K)	\$4,000.00			
	Box Tops	\$2,000.00	★ 945.83	-1,054.17	
	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	★ 7.03	-32.97	
	Raffles	\$2,000.00			
	Opt-Out Program	\$500.00	493.00	-7.00	
	5 Below * added 1/2019	x	★ 267.58	267.58	final
<b>Total Fundraising</b>		<b>\$18,340.00</b>	<b>9,483.10</b>		
Cash Out:		Projected	Actual	Difference	
	<b>Educational</b>				
	Field Trips	\$9,045.00	-170.13	8,874.87	
	Magazines	Scholastic Dollar:	-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	★ -800.00	-50.00	final
	Awards	\$100.00			
	Principal	\$100.00			
	<b>Programs</b>				
	Yearbook	\$1,500.00	★ -1,159.70	340.30	
	Assembly	\$1,500.00			
	Santa Shop	Break Even	★ 558.02	558.02	
	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	★ -36.98	63.02	
<b>Total Expenses</b>		<b>\$18,340.00</b>	<b>-3,556.48</b>		
<b>Total</b>		<b>0.00</b>	<b>5,926.62</b>		
	Temporary item - Spiritwear		★ -38.00		

# CANADOCHLY PTO FEBRUARY 2019 MEETING MINUTES

## APPENDIX B

### Box Tops

The winning classroom for January was Miss Klahold's 1st grade class with \$26.90. Mrs. Laughman's kindergarten class came in 2<sup>nd</sup> with \$20.60 and Mr. Geiman's 3<sup>rd</sup> grade class came in 3<sup>rd</sup> with \$15.40.

Total collected for January: \$146.00

Total collected for the year: \$839.10

Next Collection: February 19th

### Top 5 Classrooms

1. Mr. Renfro	\$69.10
2. Mrs. Graham	\$63.90
3. Mrs. DiChristfaro	\$63.60
4. Mrs. Tilley	\$60.60
5. Miss Klahold	\$58.80

I have a parent interested in taking over for next year. Emily Nye!! So exciting!!