

Butler Middle School PTSA Meeting Minutes

April 12, 2017

Approved

In attendance: Lois Kristensen, Hilary Ripley, Margie Arellano, Tatiana Grant, Jody Wihongi, Raelynn Williams, Lori Schneider, Paula Logan, Lisa Devashrayee. Stacie & Brittany both emailed in their remarks.

Volunteer Hours Stated on attendance roll: 57

- these are hours volunteered towards PTSA events, not tracked on the computer at the school.

1. **Welcome** – Lois 10:07am

2. **PTSA Administration**

Secretary – Lisa – Approve March Minutes - approved as written/posted

Regular Monthly Treasurer's Report – Lori – see Attachment A

- Year to Date Report – see Attachment B --- Chairs please check your balances
- Budget Committee Formed --- Meet at 9:30 before our next mtg - May 3rd. Raelynn, Lori, Hilary, and Margie – anyone else welcome.
- AFR committee Formed --- Stacie, Raelynn, Hilary --- Lori will follow-up with them. They will need to meet in July sometime to finish it up.

Membership Report/Update – Raelynn - currently 375 members

- No Student incentive in March... Doing one in April or May? She isn't sure yet.

3. **Principal's Report** – Ms Logan

- CSIP and Landtrust plans done
- Mr Dave Olsen was BMS Teacher of the Year
- Attendance, Grades and Office Referrals --- focus for the year
- SRI's reading tests finishing up
- 8th grade – day of silence, from Anne Frank reading
- Shake Out – April 20th, participating with that
- Shelter in Place.... More info being sent home to parents so they know what to expect
- Progress Reports next Friday...
- April 20th at BMS – Town Hall with Amber Shill & Nancy Tingey

4. **Counselor Rep's Report** – Tatiana Grant

- 6th graders – effective Career planning resources
- 18th & 20th - 7th graders – gratitude, milestones and accomplishments
- She received some good gifts/donations. She is going to put up a Thank you note to the companies that donated during the Store later this month.
- Jersey Mike's donated 25 free meals per quarter for next year for incentives
- CCR's had 58% of parents that came in. Actually fairly good.
- Into 6th grade gummy bears about the teacher changes that have occurred this year. Seemed to be okay, a few still struggling. Encouraged them to support each other as well.
- Full day of career fair this year, had so many offer to come in so extended it to full day.
- Mtg with Albion and Brighton, went well. Working on communication in the feeder system.

5. **Teachers Report** - Ms Vanhaaftan – out sick

6. Student Report – Lori See Attachment C

- Recap of their mtg on 3/17/17 – Lori
- 9 students attended
- Packed up the Bingo cards and put them in bags to be delivered
- For Staff Appreciation week - Gratitude Grams.... ¼ sheet sized paper for students to take to write teacher/staff specific notes to.
- Next meeting on April 21st - Sort the Bingo cards and put into first period teachers boxes to hand back out. April 26th – students hand out cards for students to fill in during lunch. Lisa, Lois, Lori will do the meeting this day. Lois – food.

7. PTSA Upcoming Calendar Items to discuss

- Nominating Committee update – Hilary
 - No one has stepped up yet...
 - Lois has names from Ridgecrest for Hilary to call and check.
 - If anyone knows anyone that would be interested in helping out next year please contact Hilary.
- Mix-it Up Lunch – Lisa – March 28th & 29th
 - Had just over 100 cards handed back in. Did it two days during lunch.
 - It was fun watching the kids who were trying hard to do it right.
 - Some just had friends and table mates initial them.
 - Purchased some Cookie Tree cookies to hand out on April 26th. Kids will get their cards back to them, stamped. Then can show us at the table for a cookie, then can use them at the GREAT Store good for 1 Great Card.
- Teacher/Staff Appreciation Week – Week of May 1st - 5th
- working with the School and doing some combined with them. Wed will be the teacher supply day where we will ask parents for donations.

8. PTSA Projects

Memory Book – Margie - 498 books sold to date

- Hoodies were cute! Good way to feel part of something - \$25/hoodie. Students paid \$10each
- Hilary will work with Margie next year to take it over
- Staffing for Memory Book Prep - June 1st at 8am
- Staffing for handing out Memory Books on signing day – June 5th from 1-3
 - Lois will contact DarylAnn to get a sign-up email sent out for help both of those days.
- Promote sales at \$35 level – skylert today and sign out by drive thru.
- April 17th is the date to order books by.
- Final price for “day of sales” - \$50 & how many extra to order – 100 extra

GREAT Store – Stacie – not here, sent in email comments

- Tatiana has items for the store that she gathered from donations
- Stacie has purchased more items as well.
- Can't offer Pizza because of lunch room rules.
- Paula will do some Admin items, but please contact her as to what is wanted.

Partnership Night – Brittany - not here, sent in email of comments

- Recap of Chipotle March 13th - \$624.90
- Received a second check from Waffle Love - \$80 – why two? She is checking on it
- April/May – Panda & Zupas were given as options

9. PTSA Advocacy

- Report of Legislative Officer – Hilary
- Spring training with District... Vendor Fair – Attachment D
- Health Fair this week through the District
- August 1st – Fall PTA training

10. Other Misc. items

- Facebook page = Tatiana contacted Michael to get updated information. We can't switch it from Michael to someone else until someone with a Facebook account contacts him. He needs their account info, then he will switch Admin use of it.
--- Lois will take care of this.
- Cultural Fair that Council is doing – Lois April 17th 6-8pm at Jordan HS
- PTSA purchased a gift for Mr Olsen and then presented it to him right after our meeting. He loved the Diet Coke :)

Adjourn 11:25 am

******* Next Meeting is May 3rd @ 10am**

Meeting Minutes approved / approved as corrected

at PTSA meeting on 3 day of May, 2017

Lisa Dewashmayer
Secretary

5/3/17
Date

MONTHLY TREASURER'S REPORT

Attachment
A

Butler Middle School PTSA

APRIL 2017

BALANCE on hand as of March 1, 2017	\$27,015.53
	<u>0.00</u>
	\$27,015.53

INCOME:

Membership Dues : 0 members	\$0.00
Spirit Wear	0.00
Fundraiser - Memory Books (+84)	2,150.00
Cash Donations	8.75
Sales Tax Refunds	0.00
Partnerships - Restaurant Nights (Waffle Love)	<u>79.31</u>

TOTAL INCOME	<u>\$2,238.06</u>
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EXPENDITURES:

Student PTSA Meetings	\$56.74
Membership Incentives (banner)	27.08
Red Ribbon Week (banner)	45.59
GREAT Bruin Store	484.04
Mix-It Up Bingo	16.25
Teacher Breakfast	86.83
Memory Books (75% deposit)	7,763.18
Membership Dues	17.00
	0.00
	<u>0.00</u>

TOTAL EXPENDITURES	<u>\$8,496.71</u>
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BALANCE on hand as of March 31, 2017	<u>\$20,756.88</u>
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Year-to-Date :

Members	375	Check Register	\$16,660.88
Memory Books Sold	498	Funds at BMS online acct	4,096.00
			\$20,756.88

Butler Middle School PTSA
July 1, 2016 to March 31, 2017
Budget Summary DETAILS - Year-to-Date

	<u>Receipts</u>	<u>Paid Out</u>	<u>Net Income/(loss)</u>	<u>Approved Budget</u>	<u>Over / (under) Budget</u>
INCOME					
Membership Dues	2,616.00	1,589.75	1,026.25	800.00	226.25
Memory Books	12,500.00	7,763.18	4,736.82	6,400.00	-1,663.18
Restaruant Partnerships	2,415.99	0.00	2,415.99	300.00	2,115.99
Sales Tax Refund	44.22	0.00	44.22	100.00	-55.78
Donations	83.75	0.00	83.75	100.00	-16.25
Spirit Wear - old	<u>744.00</u>	<u>0.00</u>	<u>744.00</u>	<u>0.00</u>	<u>744.00</u>
	18,403.96	9,352.93	9,051.03	7,700.00	1,351.03

NON- BUDGET ITEMS	<u>Receipts</u>	<u>Paid Out</u>	<u>Net Income/(loss)</u>
Cash Box	150.00	150.00	0.00
Spirit Wear - new	1,879.00	1,879.00	0.00

EXPENSES	<u>Approved Budget</u>	<u>Amended Budget</u>	<u>Actual Expenses</u>	<u>Under / (over) Budget</u>
ADMINISTRATION :				
Insurance	350.00		345.00	5.00
Bank Fees/other fees	100.00		0.00	100.00
Credit Card Fees (Square)	150.00		39.41	110.59
Supplies & copies	125.00		137.30	(12.30)
Leadership Training	350.00		0.00	350.00
Projects (Office Equipment etc.)	325.00		161.89	163.11
Thank You PTSA Lunch	300.00		0.00	300.00
Spirit Wear	<u>100.00</u>		<u>23.00</u>	<u>77.00</u>
	1,800.00		706.60	1,093.40
STUDENTS:				
Reflections	950.00		432.01	517.99
Reality Town	750.00		1,062.20	(312.20)
Red Ribbon Week	900.00		780.08	119.92
GREAT Bruin Incentives	1,600.00		0.00	1,600.00
GREAT Bruin Store	1,000.00	1,000.00	1,365.88	634.12
Student Member Incentives	300.00		112.44	187.56
Student Member Bkfst Meetings	200.00		101.27	98.73
Mix-It Up Bingo	0.00		16.25	(16.25)
Memory Book Staff hoodies	0.00	135.00	0.00	135.00
Projects	<u>300.00</u>		<u>0.00</u>	<u>300.00</u>
	6,000.00	1,135.00	3,870.13	3,264.87
TEACHERS:				
Welcome Breakfast & treats	250.00		247.81	2.19
P/T Conference Food	300.00		101.61	198.39
Teacher Appreciation	1,475.00			1,475.00
Teacher Member Incentives	100.00			100.00
Teacher of the Year	75.00			75.00
Projects	<u>300.00</u>		<u>86.83</u>	<u>213.17</u>
	2,500.00		436.25	2,063.75
TOTAL EXPENSES	10,300.00		5,012.98	6,422.02

St. Patrick's day 17/3/17

- Pranks on april fools day
- Mix it up bingo card making.
- PTSA badge
- Poster for the office staff & lunch
- Thank you gram? Valentines?
- Can we have Thank you grams for teacher Appreciation day
- We will help at lunch to give out Thank you grams.
Gratitude gram (unanimous?)

CSD's Annual
Vendor Fair

Tuesday, May 9
1pm-5pm
CAB-East PDC

ATTN:
Principals | Assistant Principals | PTAs
Coaches | Student Club Advisors | SBOs

Please attend the annual Vendor Fair
where you can meet with representatives from:

- Canyons-approved **fundraising companies** who can help you raise money for your school
- Businesses that offer **partnership opportunities** (Spirit Nights/coupons/achievement awards) to Canyons schools
- **Charities** that your school/organizations can adopt

Plan your 2017-18 school year fundraisers, partnerships, and charities by meeting them all here in one place and learning how you can work together to serve your school's needs.

