

Butler Middle School PTSA Meeting Agenda September 6, 2017

*approved
as corrected*

In attendance: Paula Logan, Hilary Ripley, Lori Schneider, Jennifer Cottam, LeeAnn Ehrhart, Melissa Hallenbeck, Tatiana Grant, Laura Rupper, Kristen Ward, Mindy Dupaix, Jenny Morison, Audrey Rees, Stefanie Ripplinger, Jody Wihongi, Natalie Harris, Tasha Blumenthal, Margie Arellano, Susan Kirkland (Teacher Rep), Raelynn Williams, Hannah Stoehr, Stacie Skelton, Lisa Devashrayee

Volunteer Hours Stated on attendance roll: 113 hours

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

1. **Welcome** – Hilary at 10:02am

-Thanked all that are here. Asked everyone to introduce themselves, a lot of new people.

2. **PTSA Administration**

Secretary – Lisa - Approve Minutes

- Stacie motioned to approve all minutes listed
- Natalie seconded the motion. All in favor – all approved.
- 5/3/17 General meeting
- 6/2/17 Executive Board meeting
- 8/16/17 Executive Board meeting
- 8/29/17 General membership meeting – Budget Approved at this meeting

Monthly Treasurer's Report – Lori

- AFR was completed & adopted – done in July by 3 PTSA members. Lori moves to adopt the AFR. Hilary asked if there were any questions. Voted to adopt the AFR. 100% in agreement.
- Overview of Approved Budget – voted on at our General Membership meeting. Just went over the detailed version of the budget. The general budget is posted on the website, the detailed budget and General Budget will be attached to these minutes. Attachment A
- Forms & How to submit for reimbursement – kept with LaDena in a folder (Head Secretary in the main office). Or can email Lori to get a form and submit a digital receipt for reimbursement. -
 - Stefanie is on the District Board as a Treasurer and she said we can accept digital copies and scans of receipts.
- July & August Treasurer's Report submitted Attachment B
- Need to sign the Ethics/Conflict Form and the Fiscal Management Procedures Form – all Board members. So please stay after to do that with Lori.

Membership Report/Update – Raelynn

- How Many adults & Students – As of 8/31/17 we have 276 members. Of that we have 102 student members.
- Student Member incentives will be done on the 2nd ^{3rd} Tuesday of each month, except December. If any board member has a need to ask students for info send email with details and Raelynn will put together something for the next Student Incentive.

3. **Principal's Report** – Mr Wihongi

- beginning of the year has gone smoothly, per their view. Please let them know if there has been an issue.
- LeeAnn mentioned how nice the orientation was for her student. Kristen also said it was nice to have the orientation for her new student.

- Bear Share night will not continue. Only had 30 people attend last year. Could add on to PTC nights if there is a need. Mentioned maybe only the first PTC of the year?
- Please No posters on Painted services
- Parent Day, Lisa will contact Lois to see if she found someone to head this up or wanted to wait until she returns to Butler Middle next year. Then Lisa will let Mr Wihongi know.
- Cross Country, Bruins Den and Math Tutoring are now after school
- September 18th-21st SBO Spirit Week
- All BMS PTC's will be on Tuesday and Wednesday nights – ours won't rotate nights during the week of PTC's in the district

4. Counselor Rep's Report – Tatiana Grant

- Counselors went in and introduced themselves to the 6th graders
- College & Career Ready (CCR) with 6th graders will be done mid month
- Sept 18th meeting with BHS and Albion
- Go Girls conference - 8th grade Girls – 9/20/17: Announced in Science Classes. Contact the counselors if they want to sign up. 30 girls can attend and only have about 10 signed up currently.
- 4 year plan now done online
- Reality Town stuff starts in October with the 8th graders – resume writing

5. Teachers Report – Susan Kirkland - 8th grade English Teacher

- Introduced herself. She didn't have anything today to bring up or discuss.

6. Student Report – Who is going to be over it?

- Stacie & ~~Kristen Ward~~ ^{Mindy} are going to head it up.
- List of dates to meet: 9/15, 10/13, 11/17, 12/15 (party?), 1/12, 2/23, 3/16, 4/20 & 5/18 (Party?)
- Lisa drafted a letter to go to each of the PAID Student members this week. Due back Friday so we know how to contact those interested in participating.
- Melissa will do the 9/15 meeting with Hilary. Then Stacie & Kristen will manage the rest.

7. PTSA Upcoming Calendar Items to discuss

- PTC Dinner coming up later this month – WE NEED A HOSPITALITY CHAIR
- plan on about 75 for the meal
- No one said they wanted to head it up..... still looking for someone

Red Ribbon Week in October & Speaker has been reserved – Oct 16-18th

Reflections – Hannah

- Theme: Within Reach
- Date due --- Nov 3rd entries due to the school

Reality Town – Oct 26th Set-up 3-4pm Oct 27th 8-1. Volunteers needed from 8:45-12:30

- Find out what sign-up needs to go out... how many adults needed each time

8. PTSA Projects

Memory Book - Margie Arellano

- Price will increase Oct 1st to \$30.
- Book Cover, how to choose it --- Student Art can be submitted. This will be discussed at their first student staff meeting. Their meetings will usually be held Wednesdays after school.
- Staff Membership --- applications will start going out this month. Open to any grade students.
- Will have the LifeTouch Rep come to at least 3 meetings throughout the year to keep the book on track and moving forward.

Next Partnership Night – Julie Roberts

- How did food trucks do? Waffle Love sold out, waiting to get both food truck donations
- Zupa's night – Sept 12th
- Do have Chipotle for October & Jersey Mikes for November

GREAT Bruins Store – Stacie Skelton

- Dates of the store: 10/3, 10/26, 11/21, 12/19, 2/13, 3/15, 4/17 & 5/22
- asked for donations personally, business, company, etc.
- will get times to Stefanie for Sign-up Genius. Usually at least 3 per day during all 3 lunches

Spirit Wear – how were pre-sales at Back to School Night – OKAY...

- Order an extra few to sell – yes... but Lori will check the totals from last year
- Selling Water Bottles, Pencils and Tattoo's... at PTC. Also maybe during Spirit Week

9. PTSA Advocacy/Legislative – Natalie Harris see Attachment C for details

- If you want any Legislative session alerts please email cheryl@utahpta.org and ask to be sent alerts.
- Stop Cuts to Classroom. PTA is asking members to sign the petition found at www.pta.org/stopcuts
- Oct 17th - Advocacy Conference 9-2pm. We have money in our admin account if anyone is interested in attending. Contact Lori.
- Legislature is back in session on January 23, 2018.

10. Other Misc items

- Stacie mentioned thanks for the district contracting the bus for up the canyon for our area students. Parents have mentioned that they appreciate it.
- Bruins 2 Bengal – not sure if BHS is still doing it. They will be discussing it at their SCC meeting later this month and let us know.
- Facebook – who is taking it over? Lois has the info from last year. Lisa will ask her... Stefanie will do it this year. Lisa will get the info to her.

Adjourned – 11:13am

**** Next meeting October 4th @ 10 am

Meeting Minutes approved / approved as corrected

at PTSA meeting on 4 day of October, 2017

Lisa Dewashraya
Secretary

10-4-17
Date

PROPOSED BUDGET

Attachment A
pg. 1

Butler Middle School PTSA

FISCAL YEAR: July 1, 2017 to June 30, 2018

BALANCE CARRIED FORWARD \$18,810.21

INCOME

Membership Dues (Local Unit Only)	\$1,000.00
Fundraiser - Memory Book (Net)	7,000.00
Cash Donations	800.00
Sales Tax Refunds	180.00
Partnerships - Restaurant Nights	1,800.00
Spirit Items	<u>1,075.00</u>

TOTAL INCOME \$11,855.00

EXPENDITURES

Administration: \$1,750.00

*(Copies & supplies, fees, insurance,
leadership training, projects, etc.)*

Students: \$7,175.00

*(Reflections, Reality Town, Red Ribbon Week,
GREAT Bruins Card Incentives and Store , Spirit items,
Membership incentives/activities, Memory Books, Diversity Activity etc)*

Teachers: \$2,415.00

*(Teacher Appreciation Week, Teacher of the Year,
Parent/Teacher Conf dinners , etc.)*

TOTAL EXPENDITURES \$11,340.00

BALANCE TO CARRY FORWARD **\$19,325.21**

*** Revenues received in excess of budgeted amounts will be carried over to the subsequent year

Proposed Budget at
Beginning of Year

PROPOSED BUDGET --DETAILS

Attachment A
pg. 2

Butler Middle School PTSA
FISCAL YEAR: July 1, 2017 to June 30, 2018

BALANCE CARRIED FORWARD		\$18,810.21	
		<u>0.00</u>	
		\$18,810.21	
INCOME			
Membership Dues (Local Unit Only)	\$1,000.00		
Fundraiser - Memory Book (Gross)	7,000.00		
Cash Donations	800.00		
Sales Tax Refunds	180.00		
Partnerships - Restaurant Nights	1,800.00		
Spirit Items	<u>1,075.00</u>		
	TOTAL INCOME		<u>\$11,855.00</u>
EXPENDITURES			
<u>Administration</u>			
Insurance	\$350.00		
Bank Fees / other fees	50.00		
Credit Card Fees (Square)	100.00		
Supplies & Copies	150.00		
Leadership Training	350.00		
Thank You PTSA Luncheon	325.00		
Spirit Wear -misc	100.00		
Projects	325.00		
		\$1,750.00	
<u>Students</u>			
Reflections	\$500.00		
Reality Town	850.00		
Red Ribbon Week (include assembly)	800.00		
GREAT Bruins Card Incentives	1,000.00		
GREAT Bruins Store	2,000.00		
Memory Book Staff	150.00		
Membership Incentives /Breakfast Mtgs	300.00		
Diversity Activity	200.00		
Spirit Items	1,075.00		
Projects	<u>300.00</u>		
		\$7,175.00	
<u>Teachers & Staff</u>			
Welcome Breakfast	\$250.00		
Parent/Teacher Conf Dinners (x2)	600.00		
Teacher of the Year	65.00		
Teacher Appreciation	1,200.00		
Projects	<u>300.00</u>		
		\$2,415.00	
	TOTAL EXPENDITURES		<u>\$11,340.00</u>
BALANCE TO CARRY FORWARD			<u>\$19,325.21</u>

*** Revenues received in excess of budgeted amounts will be carried over to the subsequent year

TREASURER'S REPORT

FOR THE MONTHS OF JULY AND AUGUST 2017

BALANCE on hand as of July 1, 2017	\$18,810.21
	<u>0.00</u>
	\$18,810.21

INCOME:

Membership Dues : 276 members	\$1,932.00
Cash Donations	777.00
Fundraiser - Memory Books (+269)	6,725.00
Spirit Wear	1,370.00
Sales Tax Refunds	0.00
Partnerships - Restaurant Nights (Chipotle)	0.00
Cash Box	<u>150.00</u>
TOTAL INCOME	<u>\$10,954.00</u>

EXPENDITURES:

Insurance	\$345.00
GREAT Bruin Store	484.01
Welcome Breakfast for Staff	128.33
Square - Credit Card fees	27.93
Cash Box	150.00
	0.00
	0.00
	0.00
	<u>0.00</u>
TOTAL EXPENDITURES	<u>\$1,135.27</u>

BALANCE on hand as of August 31, 2017	<u>\$28,628.94</u>
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Year-to-Date :			
<i>Members</i>	<i>276</i>	<i>Check Register</i>	<i>\$19,568.04</i>
<i>Memory Books Sold</i>	<i>269</i>	<i>Recble Funds held in BMS acct</i>	<i>9,060.00</i>
		<i>Recble from Cash Box</i>	<i><u>0.90</u></i>
			<u>\$28,628.94</u>

9/6/17

Utah PTA Legislative Information

Member to Member

- Utah PTA has a network of people who like to stay in touch with what is happening legislatively both here in our state and nationally. This network is called Member to Member.
- During Utah's legislative session ALERTS are sent out asking for our members to take action on bills. If you are interested in being a part of the Member to Member network please contact cheryl@utahpta.org. At times they also send out ALERTS for National PTA.

Stop Cuts to Classroom

- Federal funding for public education programs has remained at 2% of the federal budget for decades, despite the increase in public school enrollment and the rising cost of education resources and services. This disparity between funding levels and actual costs means that the federal government has essentially enacted cuts to classrooms.
- The federal government's deadline to fund the government for the next year is Sept. 30, 2017. If you would like the United States to have a strong economy powered by a well-educated workforce that can compete on the global stage, then stand with four million parents, teachers, students and community leaders as we demand that Congress #STOPCutsToClassrooms and invest more than 2% in public education before the next fiscal year on Oct. 1, 2017.
- How? PTA is asking members and the community to take action by signing the petition that can be found on the national PTA's website, www.pta.org/stopcuts. They are also asking us to join the conversation and spread the word (via a social media challenge), links to these can also be found on the previously mentioned website.

Utah PTA Advocacy Conference

Wednesday, October 17

Granite School District Offices, Board Room A

9:00 AM - 2:00 PM

Separate Student Track for PTSA Boards and students!

Adults & Students - \$10 each - Non-members - \$15

Visit the Utah PTA website to register... www.utahpta.org/advocacy-conference-1.

9/6/17

Legislative Session

- Utah Legislature is back in session on January 23, 2018. The PTA bill sheet can be found on the Utah PTA website, www.utahpta.org/bills/2017/.