



Clays Mill Elementary

August PTA Meeting

Clays Mill Elementary PTA

August 8, 2023 | 6:00 pm

Clay Mill Elementary Conference Room

Attendance : Mallory Wood, Grant Davis, Becca Rightmyer, Jennifer Shilling, Brittany Jacobs, Nikki Ryles, Maria Harrington, Margaret Reynolds

Call to Order : 5:31 pm

Approval of Minutes : Brittany Jacobs 1st, Nikki Ryles 2nd

Officer's Reports :

Principal's Report :

- Ready to start the year
- CME Bulletin Board going up soon
- Decorations going up Friday

President's Report :

- Bylaws renewal- voting with whole membership need 10 person quorum at September 12th at 6:00 pm meeting.
- Meeting will move to hybrid in October to give more members opportunity to attend

Treasurer's Report :

- See attachment for monthly treasurer report and budget.
- Brittany discussed new format for budget
- Discussion about DanceBlue- no funds from PTA were used
- Discussion to rename Scholarships to DanceBlue and use the funds to support that event
- Reviewed New Reimbursement Request Form

Communication Report :

- Information being sent out on facebook for upcoming year

Membership Report :

- 1 new member
- Membership table suggested by state PTA at all events
 - Will include QR codes
 - Jennifer and Margaret will put together signage for back to school bash

Fundraising Report :

- Spirit wear stock will be sold at back-to-school bash
- Vavoline Grant for playground committee- application window is October

Programs Report:

- New VP of Programs will be voted on in September meeting- to get more involvement from other PTA meetings
- Play space committee, Fundraising Committee, Landscaping Committee, Directory Committee, ect.
- Mallory will send details

Committee Chair Reports :

- Fall Fundraiser:
 - Margaret and Nikki were created as administrators for Boosterthon
 - Discussion about explaining what funds are used for and how we need to designate that anything over a certain amount will go towards playground
- Playground Committee
 - Waiting on Larry about cost of concrete
- Back-to-school Bash
 - Nikki will purchase chips and water and food boats
 - Volunteer signups are filled
 - Sensory time will be at 5:00 pm

New Business :

- 2023-2024 school Budget- attached on spreadsheet

Announcements :

- Back to school bash: August 14 from 5:30-7:00 pm
- Special Education Parent Support Group: TBD
- Fall FunRun kickoff: September 11
- Room Parent Meeting: September 12 at 5:30 pm
- General Membership Meeting: September 12th at 6:00 pm

Adjournment : 6:45 pm

Chatham Boyer
Secretary Name

Clays Mill Elementary PTA
Monthly Treasurers Report
July 2023

Checking Account

Beginning Balance 7/1/2023			36,662.13
Income Date		Description	Amount
7/31	ACH	Bank Interest	3.75
	Total		3.75
Total Income			3.75
Expense Date		Description	Amount
7/24	Amazon	Folders for Parent Info	-217.92
7/27	Amazon	Table Cloth to Embroider with PTA	-36
	Total		-253.92
Total Expenses			-253.92
Ending Balance 7/31/2023			36,411.96

Budget Concerns, Comments, Notes

After attending the PTA conference and multiple meeting swith KY PTA Treasueres, there were several adjustments that needed to be made to the tentative budget. Biggest changes were adding bank balance to the budget. Adding lines for playgound goals and moving funds to a restricted account that can only be used for the playground. Some of the adminstrative/other lines have been melded. Tweaks made to membership out of fundrasing. Removed Dance Blue line item. Will be in contact with Treasurer over next few weeks to determine how we can fundraise for them without being a pass through. Also determining if we still need the scholarship line item. I have attached a copy of the budget for review. This will be voted on in the September meeting, so if you have any concerns or changes, please let me know ASAP.

Outstanding Checks Already Included in Ending Balance

2315	\$3.50
2267	\$80
2289	\$27
2343	\$75
2401	\$80
2399	\$1,250
	\$1,515.50

Clays Mill Elementary PTA
Tentative Budget
2023-2024

	2023-2024 Budget			Notes
	Income	Expenses	Net Income (Expense)	
Bank Balance as of June 30th	36,662.13			
Fundraising				
Spring Event	8,500.00	(6,000.00)	2,500.00	Spring Fundraiser or Free Event
Homeroom Silent Auction	1,000.00	(1,000.00)	0.00	Potential Fundraiser
Apparel	2,500.00	(2,000.00)	500.00	Potential Fundraiser
Fall Fundraiser	42,500.00	(15,000.00)	27,500.00	Big Fundraiser - Fall Fun Run
Winter Fundraiser	6,200.00	(5,600.00)	600.00	Holiday Shop - not a fundraiser
Kroger Community Rewards	3,000.00	0.00	3,000.00	Parents need to link Kroger Accounts
Memberhub Givebacks	1,000.00	0.00	1,000.00	New Passive Fundraising Opportunity
Fundraising Total	101,362.13	(29,600.00)	35,100.00	
Miscellaneous Income				
Miscellaneous Income	1,000.00	0.00	1,000.00	Left Vague for Unexpected Income Opportunity
Donations/Misc	250.00	0.00	250.00	Parent/Business Donations
Interest	40.00	0.00	40.00	Bank Interest
Miscellaneous Income Total	1,290.00	0.00	1,290.00	
Committees/Programs				
Childcare		(500.00)	(500.00)	Childcare for Afterschool Functions
Environmental/Landscaping		(2,000.00)	(2,000.00)	Keeping up with weeds, etc
Homeroom Party/Supplies		(1,200.00)	(1,200.00)	\$25/per party 2x year / 24 classrooms
Teacher Appreciation		(3,600.00)	(3,600.00)	Food/gifts/etc
Yearbook	1,500.00	(1,500.00)	0.00	Another potential source of income
Family Resource Center		(500.00)	(500.00)	For emergency needs - immediate food/clothing
Membership	1,000.00	(760.00)	240.00	Goal 200 members. Expense is dues National PTA \$2.50, KY PTA \$1.25, 16th District .25
Membership Incentives/Supplie	0.00	(490.00)	(490.00)	Increased to include income from membership
Back to School Bash	0.00	(2,500.00)	(2,500.00)	Free event with food
Dance Blue	0.00	(200.00)	(200.00)	used to support Dance Blue fundraiser
Playground	0.00	(4,000.00)	(4,000.00)	Fundraising Goal
Move to Restricted Fund	0.00	(25,000.00)	(25,000.00)	Voted to put towards playground
Committees/Programs Total	2,500.00	(42,250.00)	(39,750.00)	
Student Activities				
Recognition		(1,200.00)	(1,200.00)	can be used for any type of student/school recognition
Academic Team/Academic Challenge		(100.00)	(100.00)	anything science fair related
Celebrations		(4,000.00)	(4,000.00)	can be used for any type of student/school celebration
Clubs		(1,000.00)	(1,000.00)	start up & maintaining clubs
Field Day		(750.00)	(750.00)	anything field day related
Family Nights		(500.00)	(500.00)	educational/informational/demonstrational evenings
Science Fair		(100.00)	(100.00)	anything science fair related
Student Activities Total	0.00	(7,650.00)	(7,650.00)	
Administrative/Other				
Bank & Card Processing Fees	0.00	(20.00)	(20.00)	Bank Fees
Software (AR, STAR)	0.00	(6,680.00)	(6,680.00)	Accelerated Reader
Contingencies	0.00	(1,162.13)	(1,162.13)	are able to be moved to any line item without general membership approval. Only board approval n
Leadership Development	0.00	(400.00)	(400.00)	PTA member development - conference/luncheon/etc
Liability Insurance	0.00	(320.00)	(320.00)	Yearly Insurance Assurance
Miscellaneous/Supplies	0.00	(450.00)	(450.00)	Folders, Printing, Copies, etc
Teacher Requests	0.00	(3,600.00)	(3,600.00)	up to \$80 per PTA member
Start-up Funds	0.00	(13,020.00)	(13,020.00)	Next year start up funds. Line items in yellow. \$2000 fall fun run depo, \$6700 AR, \$320 liability ins, \$2000 back to school bash, \$1500 landscaping, \$500 misc/supplies
Administrative/Other Total	0.00	(25,652.13)	(25,652.13)	
Grand Total	105,152.13	(105,152.13)	0.00	