



Clays Mill Elementary

September General Member PTA Meeting

Clays Mill Elementary PTA

September 12, 2023 | 6:00 pm
Clay Mill Elementary Library

Attendance : Grant Davis, Mallory Wood, Becca Rightmyer, Nikki Ryles, Jennifer Shilling, Margaret Reynolds, Sarah Zeller, Sarah Newman, Jessy Harding, Amy Benjamin, Amanda Neuhart, Emily Tolliver, Katie Nolan, Maria Blazejewski, Caroline Buchanan, Ashley Thrasher, Laura Armenteros

Quorum: Present

Call to Order : 6:07 pm

Approval of Minutes : Margaret approved, Sarah 2nd

Officer's Reports :

Principal's Report :

- Mr. Davis introduced himself and mentioned we had a **phenomenal** start to the year
- Kindergarten literacy night at the end of the month
- Trying to invest in clubs and expand offerings (with PTA support and supplies)
- Real Read Program- need volunteers

President's Report :

Mallory reported to general membership about the Board of the PTA as well as explain what the PTA does, how to join, how to volunteer

- Back to school bash was a success
- Bylaws renewal and approval at this meeting

Treasurer's Report : see attachment

- Brittany explained the monthly report line by line
- Exceeded miscellaneous items on the budget already, but have also exceeded the income for apparel

Communication Report :

- Sarah introduced herself and her role any information for newsletter or the yearbook goes to her
- She will add Kroger rewards to next newsletter

Membership Report :

- 199 members which has already exceeded our membership from last year *up to 202 by end of meeting**

Fundraising Report :

- CME Fall Fun Run
- Already raised 31% of our \$30,000 goal and received donations from 22 states
- Becca asked for volunteers for the event

Programs Report:

- Play space committee is on hold while they apply for grants
- Email Nikki Ryles if you are interested in joining the play space committee

Committee Chair Reports : N/A at this time once committees get going for the year we will have updates

Unfinished Business : N/A

New Business :

- 2023-2024 PTA Bylaws
 - Article IV: Proposed by KY PTA
 - Article V: Proposed by KY PTA
 - Proposals for CME Changes
 - Article VI: Election and Vacancies
 - Section 2a: updated to (4) vice-presidents *Rationale: to reflect new VP Program Position*
 - Section 2c: Official duties of officers shall be the beginning of the fiscal year July 1 *Rationale: to coincide with the fiscal year instead of the close of the meeting in May*
 - Section 3e: updated to (April) *Rationale: allows the President to select the Nominating Committee and have board approval in March instead of February*
 - Section 4d: added
 - Section 5: added
 - Article IX: PTA/PTSA Board
 - Section 4d: updated to (1) *Rationale: if there is something urgent and an emergency meeting is needing to be held the issue can be resolved in a timely manner*
 - Section 4e added
 - Motion to vote by Becca seconded by Jessy; vote by raised hands was unanimous
- 2023-2024 school budget-
 - Brittany reviewed the annual budget line by line
 - The reason our budget is so large is because of carryover for special project
 - Brittany and Mallory answered questions about balance and fun run funds, where National PTA and KY PTA funds are used for
 - Vote on Annual Budget; Becca motioned to approve Jessy seconded approved by unanimous vote
 - Vote to move \$25,000 to restricted account Jessy motioned to approve Becca seconded approved by unanimous vote

Announcements :

- Fall Fun Run Event: September 22, 2023
- Fall Break: October 2-6, 2023
- **PTA Board Meeting: October 10, 2023 at 6:00 pm**
- JoyCart Delivery: October 13, 2023 at 7:00 am

Adjournment : 7:15 pm

Chatham Boyer
Secretary Name

Clays Mill Elementary PTA

Monthly Treasurer's Report

August 2023

Beginning Balance 8/1/2023			\$36,411.46
Budget Line	Description	Amount	Budget Comparison
Apparel	Monthly Total	794.28	1.59%
<i>Apparel Income</i>	<i>Shirts & Blanket Pre Orders</i>	<i>819.27</i>	
<i>Apparel Expense</i>	<i>Cost of Bags (unused?)</i>	<i>(24.99)</i>	
Fall Fun Run	Monthly Total (expense)	(2,036.99)	.07%
Kroger Rewards	Monthly Total (income)	846.08	.28%
Donations	B2S Bash (income)	51.00	.20%
Interest	Bank Interest (income)	2.99	.07%
Teacher Appreciation	First Day Lunch (expense)	(394.00)	.11%
Membership	B2S Bash Drive (income)	895.00	3.73%
Membership Incentives	Teacher Membership Breakfast (expense)	(117.51)	.24%
Back to School Bash	Food, decor, sensory baskets, ignite parent breakfast (expense)	(2,452.97)	.98%
Accelerated Reader	23-24 Subscription (expense)	(6,680.00)	100%
Liability Insurance	23-24 Insurance Renewal (expense)	(320.00)	100%
Miscellaneous/Supplies	Welcome/Info Letters Printed (expense)	(308.73)	.69%
Teacher Requests	2x Teacher Reimbursement Requests (expense)	(158.57)	.04%
Ending Balance 8/31/2023			\$26,532.04

Clays Mill Elementary PTA

Monthly Treasurer's Report

August 2023

Outstanding Checks Already Included in Ending Balance

Check #	Amount	Check #	Amount
2213	\$3.50	2267	\$80
2289	\$27	2343	\$75
2412	\$80	2405	\$6,680
2411	\$117.51	2416	\$154.61
2417	\$67.76		

Budget Concerns, Comments, Notes

Budget comparison is the percent of the total budget. Please remember, many of these may reflect ONLY an income or expense this month, this does NOT tell the whole picture!

We have already exceeded our entire year's budget for Miscellaneous/Supplies on Back to School Folders, welcome and info letter printing, & table cloths. The folders should have gone to Back to School bash. When it is moved, we will be over budget on the Back to School bash by \$170.89.

On a positive note, we have already raised more from apparel than we expected for the entire year by \$294.28 by selling t-shirts left over from previous years.

The 5th Grade class has submitted a request for the PTA to help fund their end of the year reward for kiddos that read 20 chapter books (2 a month) from a variety of genres. Any kiddo that meets this challenge will be rewarded with a trip to Sky Zone. They need \$1200, which is more than we can do, but if we pull money from Celebrations, Recognition, & 5th Grade Homeroom Holiday Parties, we should be able to provide about half of what they need.

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/Supplies	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 ne
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	