



Clays Mill Elementary

September PTA General Member Meeting

Clays Mill Elementary PTA

September 9, 2024 | 6:30 pm

Clays Mill Elementary Library

Attendance: *Board Members:* Grant Davis, Nikki Ryles, Amy Benjamin, Brittany Jacobs, Margaret Reynolds, Mallory Simpson, Amy Tarrence, Mallory Wood, *General Membership:* Lucidnda Castle- Southall, Terry Lyne, Emily Tolliver, Laura Armenteros, Sarah Newman, Amanda Neuhart, Sarah Sloan, Trish Murphy, Marci Wilkinson, Janice Boggs, Caroline Buchanan, Kendra Rumford, Jennifer Shilling, *Staff:* Mrs. Cook, Mrs. Coiner, Mrs. Harrington *Virtually:* Jenna Bryant, John Ryles

Call to Order: 6:20 pm

Good News Report:

- Mallory Simpson got refrigerator donated for staff room
- September JoyCart went well
- Volunteer Spotlight: Terri Lynne- coordinated staff luncheon for first day of school

Approval of Minutes: [August Meeting Minutes](#)- Mallory Simpson motioned, Brittany Jacobs 2nd

Officer's Reports:

Principal's Report:

- Good start to school year 528 students (every classroom is below state's teacher to student ratio)
- Fall MAP Testing finished today for all grades- will have data tomorrow and staff will use it to drive classroom instruction
- Will use data to construct the School Improvement Plan- goal is to maintain a Blue rated school, but we want to focus on our students
- Clays Mill Tree Project
 - Paxton Beck- Eagle Scout Project to plant trees on school grounds
 - Saturday October 12th will be a workday from 10 am-4 pm with 2-hour shifts
 - Signups coming soon

President's Report:

- Focus Areas for school year: Continue to increase inclusivity, strengthening our volunteer base, improving communication, and expanding parent involvement
- Successful Back to School Bash
- Staff Lunch for 1st Day of School- shoutout to Chicken Salad Chick

Treasurer's Report: *see attachment*

- August Bank Balance= \$6,053.05 increased by \$373.57 most raised through membership, but we only get \$1.35 for our PTA (most of the \$5 dues goes to state and national membership)
- Restricted Bank Account Balance is \$40,122.85 + \$3.30 in bank interest

Communication Report:

- Amy is looking for additional help with yearbook (hopefully one parent from each grade)
- Mrs. Coiner and Mrs Harrington will help

Membership Report:

- We are up to 192 members this year- up from ~160 last year
- Membership tables at grade information nights was great for exposure we got ~25 memberships
- Winners for skip the car line- Amanda Richie for fall and Amanda Tolliver for Spring



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September PTA General Member Meeting

Fundraising Report:

- CME Glow Run
 - Program Kickoff our Fall Fundraiser started today
 - 10% has signed up for website
 - Raised \$1165 raised for the School by this afternoon
 - Glow run signups will be reposted ([Signups Here](#))
 - Top fundraiser in each grade will get to silly string Mr. Davis during their Glow Run
 - Goal to raise \$27,500- that amount is less than we raised last year, but enough to keep our budget

Programs Report:

- 108 parents signed up for Homeroom Parent- up from 86 last year
- About half showed up to meeting tonight to get information and Mallory will email all by classroom for parents that did not make it tonight

New Business:

Motioned for meeting to extend meeting for 30 minutes Mallory motioned and Amy 2nd

- Playground committee- shade structure to be installed in November and then we can add concrete pad
 - School can help increase our money by contributing to hopefully add new pieces
- Annual Budget (*See attachment*)
 - Overall goal is to spend \$55,000 for the year (\$15,000 of that is startup funds for next year)
 - Brittany reviewed line items on budget
 - New items on budget: 2nd semester classroom supplies, Kid's Joy Cart, Donation to Specials
 - New goal for additional \$5,000- \$2,500 for Playground and \$2,500 surprise spring event
 - Teacher Appreciation is decreasing because our annual budget has gone down (budget has been inflated due to leftover money not being spent during Covid)
 - Increase family nights (trunk or treat, math night, cultural event)
 - Contingencies Line will allow Board to vote to money money to any line item during the year
 - Brittany answered questions
 - Donations of food and supplies (they do not count in our budget)
 - For the Fall fundraiser we pay processing fee of (15%) if person donating does not elect to cover the fees
 - Brittany motioned to approve the 2024-2025 the budget: Mallory motioned
 - **Majority approved**

On the Horizon:

- Special Education Parent Support Group: September 18 9:00-10:00 am
- CME Glow Run Event: September 20th
- CME Picture Day September 26th
- Fall Break: September 30-October 4
- JoyCart Delivery: October 11 @ 7:00 am
- PTA Meeting: October 14 @ 6:00 pm

Adjournment: 7:28

Chatham Boyer

Secretary Name



CME PTA Treasurer's Trove

**August 2024
Bank Balance
\$6,053.05**

+ \$372.57

**Teacher
Appreciation**

\$360.40

1st Day Lunch

**Back to School
Bash**

\$80.00

**Kindergarten Ignite &
Bathroom Supplies**

Teacher Requests

\$320.00

4x Requests

Income Received

Membership	\$1,035.00
Apparel	\$185.00
Passive	\$2.22
Fundraising	
Bank Interest	\$.75

Childcare

\$90.00

**Kindergarten Info
Meeting**

**RESTRICTED 'PLAYGROUND' ACCOUNT
\$40,122.85
+ \$3.30 BANK INTEREST**

Clays Mill Elementary PTA Monthly Finance Report August 2024							
	2024-2025 Draft Budget			Year to Date - Actual			Remaining
	Income	Expenses	Net Income (Expense)	Income	Expenses	Net Income (Expense)	
Beginning Balance 9/1/2024	15,002.85			15,002.85			
Fundraising							
Spring Event	5,500.00	(2,500.00)	3,000.00	0.00	0.00	0.00	3,000.00
Apparel	2,500.00	(2,000.00)	500.00	185.00	0.00	185.00	315.00
Fall Fundraiser	38,450.00	(9,100.00)	29,350.00	0.00	(1,500.00)	(1,500.00)	30,850.00
Winter Fundraiser	7,000.00	(6,300.00)	700.00	0.00	0.00	0.00	700.00
Winter Event	1,000.00	(500.00)	500.00	0.00	0.00	0.00	500.00
Passive Fundraising	3,500.00	0.00	3,500.00	850.99	0.00	850.99	2,649.01
Spirit Nights	500.00	0.00	500.00	0.00	0.00	0.00	500.00
Fundraising Total	73,452.85	(20,400.00)	38,050.00	16,038.84	(1,500.00)	(464.01)	(38,514.01)
Miscellaneous Income							
Miscellaneous Income	1,000.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00
Donations/Misc	250.00	0.00	250.00	0.00	0.00	0.00	250.00
Interest	30.00	0.00	30.00	2.13	0.00	2.13	27.87
Miscellaneous Income Total	1,280.00	0.00	1,280.00	2.13	0.00	2.13	(1,277.87)
Committees/Programs							
Childcare		(500.00)	(500.00)	0.00	(90.00)	(90.00)	(410.00)
Environmental/Landscaping		(500.00)	(500.00)	0.00	0.00	0.00	(500.00)
Homeroom Party/Supplies		(1,200.00)	(1,200.00)	0.00	0.00	0.00	(1,200.00)
Teacher Appreciation		(3,000.00)	(3,000.00)	0.00	(360.40)	(360.40)	(2,639.60)
Yearbook	600.00	0.00	600.00	0.00	0.00	0.00	600.00
Family Resource Center		(500.00)	(500.00)	0.00	0.00	0.00	(500.00)
Membership	1,500.00	(1,140.00)	360.00	1,035.00	(98.85)	936.15	(576.15)
Membership Incentives/Supplies		(800.00)	(800.00)	0.00	0.00	0.00	(800.00)
Dance Blue		(200.00)	(200.00)	0.00	0.00	0.00	(200.00)
Back to School		(2,500.00)	(2,500.00)	0.00	(889.32)	(889.32)	(1,610.68)
Playground Goal		(3,250.00)	(3,250.00)	0.00	0.00	0.00	(3,250.00)
Author Goal		(1,750.00)	(1,750.00)	0.00	0.00	0.00	(1,750.00)
Move to Restricted Fund		0.00	0.00	0.00	0.00	0.00	0.00
Committees/Programs Total	2,100.00	(15,340.00)	(13,240.00)	1,035.00	(1,438.57)	(403.57)	12,836.43
Student Activities							
Classroom Supplies		(1,150.00)	(1,150.00)	0.00	0.00	0.00	(1,150.00)
Kids Joy Cart		(600.00)	(600.00)	0.00	0.00	0.00	(600.00)
Promotions		(600.00)	(600.00)	0.00	0.00	0.00	(600.00)
Student Success & Activities		(4,100.00)	(4,100.00)	0.00	0.00	0.00	(4,100.00)
Clubs		(1,500.00)	(1,500.00)	0.00	0.00	0.00	(1,500.00)
Field Day		(750.00)	(750.00)	0.00	0.00	0.00	(750.00)
Family Nights		(1,000.00)	(1,000.00)	0.00	0.00	0.00	(1,000.00)
Student Learning Opportunities		(650.00)	(650.00)	0.00	0.00	0.00	(650.00)
Science Fair		(100.00)	(100.00)	0.00	0.00	0.00	(100.00)
Student Activities Total	0.00	(10,450.00)	(10,450.00)	0.00	0.00	0.00	10,450.00
Administrative/Other							
Bank & Card Processing Fees		(20.00)	(20.00)	0.00	0.00	0.00	(20.00)
Software (AR, STAR)		(6,878.20)	(6,878.20)	0.00	(6,878.20)	(6,878.20)	0.00
Contingencies		(1,524.65)	(1,524.65)	1,080.00	(1,080.00)	0.00	(1,524.65)
Leadership Development		(500.00)	(500.00)	0.00	(300.00)	(300.00)	(200.00)
Liability Insurance		(320.00)	(320.00)	0.00	(320.00)	(320.00)	0.00
Supplies		(1,100.00)	(1,100.00)	0.00	(266.15)	(266.15)	(833.85)
Teacher Requests		(3,600.00)	(3,600.00)	0.00	(320.00)	(320.00)	(3,280.00)
Specials Request		(800.00)	(800.00)	0.00	0.00	0.00	(800.00)
Winter Fundraiser Donation to Specials		(700.00)	(700.00)	0.00	0.00	0.00	(700.00)
Community Appreciation		(200.00)	(200.00)	0.00	0.00	0.00	(200.00)
Start-up Funds		(15,000.00)	(15,000.00)	0.00	0.00	0.00	(15,000.00)
Administrative/Other Total	0.00	(30,642.85)	(30,642.85)	1,080.00	(9,164.35)	(8,084.35)	22,558.50
Grand Total	76,832.85	(76,832.85)	0.00	18,155.97	(12,102.92)	(8,949.80)	(8,949.80)
Bank Account Balance						6,053.05	
Outstanding Transactions- Included in Current Balance (\$484.29)						Ending Balance	



CME PTA Treasurer's Trove

**2024-2025
OVERALL
SPENDING GOAL**

+ \$55,000

New Projects

**2nd Semester
Classroom
Supplies**

\$1,150

Kid's Joy Cart

\$600

**Donation to
Specials**

\$800

Yearly Line Items

Accelerated Reader	\$6,878
Teacher Appreciation	\$3,000
Teacher Requests	\$3,600
Field Day	\$750
Promotions	\$600
Homeroom Parties	\$1,200
Celebrations	\$4,100
Clubs	\$1,500
Back to School	\$2,500
Membership	\$800
Family Nights	\$1,000
Admin/Leadership	\$840
Supplies	\$1,100
Winter Fundraiser Donation	\$700

**\$2,500 - PLAYGROUND
\$2,500 - SURPRISE SPRING EVENT**

**Clays Mill Elementary PTA
2024-2025 Draft Budget**

	2024-2025 Draft			Notes
	Income	Expenses	Net Income (Expense)	
Beginning Balance 7/1/2024	15,002.85			Starting Bank Balance
Fundraising				
Spring Event	5,500.00	(2,500.00)	3,000.00	spring fundraiser
Apparel	2,500.00	(2,000.00)	500.00	apparel & accessories
Fall Fundraiser	38,450.00	(9,100.00)	29,350.00	fall fundraiser- estimated profit based on start up costs and fees
Winter Fundraiser	7,000.00	(6,300.00)	700.00	Profit made during school day goes to special that hosts library
Winter Event	1,000.00	(500.00)	500.00	family night/event for the holiday shop-
Passive Fundraising	3,500.00	0.00	3,500.00	all passive- kroger, givebacks, box tops etc
Dine for Cash	1,000.00	0.00	1,000.00	Madmush/Moes/Chic fil A/ Mad Mushroom, Krispy Creme, etc!
Fundraising Total	73,952.85	(20,400.00)	53,552.85	
Miscellaneous Income				
Sponsorships	500.00	0.00	500.00	Local Sponsorship Opportunities
Donations/Misc	250.00	0.00	250.00	Donations/Miscellaneous
Interest	30.00	0.00	30.00	Bank Interest
Miscellaneous Income Total	780.00	0.00	780.00	
Committees/Programs				
Childcare		(500.00)	(500.00)	Childcare for Afterschool Functions & Meetings
Environmental/Landscaping		(500.00)	(500.00)	Gardening Team
Homerom Party/Supplies		(1,200.00)	(1,200.00)	\$25/per party 2x year / 24 classrooms -
Teacher Appreciation		(3,000.00)	(3,000.00)	Teacher hospitality- TAW, coffee bar, joy cart, lunches, etc
Yearbook	600.00	0.00	600.00	yearbook
Family Resource Center		(500.00)	(500.00)	For emergency needs - immediate food/clothing donation to school
Membership	1,500.00	(1,140.00)	360.00	Goal of 300 members -expense \$1.25 to school - 2.25 national Pta, 1.25 kentucky .25 cents to 16th district + cc fees, etc
Membership Incentives/Supplies		(800.00)	(800.00)	Use for car tags, signs, etc
Dance Blue		(200.00)	(200.00)	Used to support dance blue
Back to School		(2,500.00)	(2,500.00)	all back to school items
Playground Goal		(2,500.00)	(2,500.00)	fundraising Goal- playground
Surprise Author		(2,500.00)	(2,500.00)	fundraising Goal- Surprise Author
Move to Restricted Fund		0.00	0.00	
Committees/Programs Total	2,100.00	(15,340.00)	(13,240.00)	
Student Activities				
Classroom Supplies		(1,150.00)	(1,150.00)	2nd semester- supplies for each grade- cleaning supplies/new pencils/new glue sticks etc \$150/grade, 100 msd, 150 to specials as a whole
Kids Joy Cart		(600.00)	(600.00)	Fun kids joy cart with pencils, erasers, notebooks, desk pets, etc in front hallway
K & 5th Promotion		(600.00)	(600.00)	kindergarten and 5th grade promotions
Celebrations		(4,100.00)	(4,100.00)	250/grade except 5th who gets 850 / 2200 for school includes science fair, academic team, senior walk, pbis tables, end of year carnival, etc
Clubs		(1,500.00)	(1,500.00)	need to get a list of clubs to determine amount per each
Field Day		(750.00)	(750.00)	anything field day related
Family Nights		(1,000.00)	(1,000.00)	educational/informational/demonstrational evenings
Misc. Learning Opportunities		(650.00)	(650.00)	community events- cultural event - trunk or treat?
Science Fair		(100.00)	(100.00)	any miscellaneous learning opportunity for students
Student Activities Total	0.00	(10,450.00)	(10,450.00)	
Administrative/Other				
Bank & Card Processing Fees		(20.00)	(20.00)	Bank Fees
Software (AR, STAR)		(6,878.20)	(6,878.20)	Accelerated Reader
Contingencies		(1,524.65)	(1,524.65)	funds are able to be moved to any line item without general membership approval. Only board approval needed
Leadership Development		(500.00)	(500.00)	PTA member development - conference/luncheon/etc
Liability Insurance		(320.00)	(320.00)	Yearly Insurance Assurance
Miscellaneous/Supplies		(1,100.00)	(1,000.00)	Folders, Printing, Copies, sign board, etc
Teacher Requests		(3,600.00)	(3,600.00)	up to \$80 per PTA member
Specials Request		(800.00)	(800.00)	\$200/special
Winter Fundraiser Donation to Specials		(700.00)	(700.00)	whichever special does holiday shop doesn't get extra donation
Community Appreciation		(200.00)	(200.00)	Donation from holiday shop
Start-up Funds		(15,000.00)	(15,000.00)	Thank you baskets & gifts for community partners
Administrative/Other Total	0.00	(30,642.85)	(30,542.85)	7000 AR/ 320 liability ins / 2500 back to school / 2300 misc
Grand Total	76,832.85	(76,832.85)	0.00	