



DEEPHAVEN PTA

AGENDA DETAILS

Location:	Deephaven Elementary Media Center
Date:	April 30, 2025
Time:	6:00 - 6:45 PM

PTA Welcome and Introductions

- Introductions
- Updates on open positions for 24-25

2025-2026 Budget

- Reviewed of 25-26 Budget
- Motion to approve the budget by Jessica Loftus, Seconded by Kelli Deeg. All members in attendance approved.

Standing Rules Update

- Updated state approved standing rules
- Jessica Loftus motions to approve the standing rules, Tracy Whitney seconds, all members in attendance approve.

Executive Board Elections

- Secretary for the 25-26 school year
 - Jennifer Anderson was nominated
 - Jessica Loftus motions to approve, Kelli Deeg seconds, all members in attendance approve.
- Treasurer for the 25-26 school year
 - Jessica Loftus was nominated
 - Kelli Deeg motions to approve, Tracy Whitney seconds, all members in attendance approve.



DEEPHAVEN PTA

PTA Budget Snapshot 2025-26

How money is raised:

Annual Fundraising Budget*

Read-a-Thon	\$43,000
Parent Party	\$20,000
Book Fair - Scholastic \$	\$20,000
Business Sponsorship	\$15,500
Pizza Party	\$2,500
Tonka Pride	\$2,500

*Actual fundraising amounts vary year-to-year.

How is the Money Spent:

Teacher Grants	\$40,000
Curricular Choice by Teachers	\$11,000
Art/Theater Field Trip K-5	\$ 9,500
Teacher & Staff Appreciation	\$ 8,000
Art and reading programs (art adventure, artist in residence, art show)	\$ 6,600
Scholarship (ESL summer school, clothing, supply boxes)	\$ 5,600
PTA Administrative Costs (Tax prep, PO Box, RevTrak, Insurance, Printing, Fees)	\$ 4,500
Community Connections (back to school, directory, bike to school, unity tshirts, imagination fair, vets day)	\$ 4,200
World Culture Week/Belonging	\$ 3,500
Classroom & school enhancements (Outdoor classroom, gym equip, planters)	\$ 2,350
5th Grade Graduation	\$ 2,000

Additional School Activities supported by the PTA include:

- ☐ Classroom parties
- ☐ Birthday Books
- ☐ Minnetonka Foundation Dream Makers
- ☐ School supply pre-ordered boxes
- ☐ Yearbooks

Thank you for supporting these programs!!

If you'd like more details please contact PTA Treasurer at treasurer@deephavenpta.com
or PTA President at president@deephavenpta.com.

Standing Rules

***Name of Unit:** Deephaven Elementary PTA

***National PTA Number:** 01223041

***EIN # (from IRS):** 41-6040397

MN tax exempt number: 42800

Council Affiliation: Minnesota PTA

***Date Implemented:** 2/7/2025

***State and National PTA Affiliations Statement:** Deephaven Elementary PTA is affiliated with National PTA and Minnesota PTA and as such is governed by the Universal Bylaws and the Minnesota PTA Bylaws.

***Annual Dues:** Annual local unit dues shall be \$7 which includes \$2.25 to National PTA, \$4.00 to Minnesota PTA, and \$.75 to the local unit.

***Quorum:** Quorum for each general meeting shall be 7 voting members. Quorum for each board meeting shall be 4.

****Meetings:** Regular (general) meetings of this association shall be held three times per year at 7PM. Executive board / committee meetings of this association shall be held monthly on Friday at 9:00 AM.

****Order of Business:**

****Officers:** Executive officers of this unit include the president, secretary and treasurer as designated in the bylaws.

*****Officer responsibilities:**

****Election of Officers:** Elections of officers shall be elected at the April / May general meeting. Officers shall assume their official duties on June 1st of the year they are elected.

***Officer Terms:** Members elected as an officer are eligible to serve a term length of 2 years. (Officers may not serve more than 2 consecutive terms in one officer position).

****Standing Committees:** The standing committees created by the executive board of this association are appointed as needed and may include: Volunteer, Sponsorship and Communication. Chairs of Standing Committees will be elected by the Executive Committee and will serve on the Board of Directors.

****Special Committees:** The President of this association may, with the approval of the Executive Board, appoint a special committee as deemed appropriate. Special committees go out of existence when the work is completed, and the final report is received by the board.

Nominating Committee: The Nominating Committee of this association shall consist of 2 members. The report of the Nominating Committee is required at the March meeting of the executive committee / board. Once that report has been received, the work of the committee is complete.

Convention Delegates: Delegates (voting representatives from this association attending the annual meeting of Minnesota PTA (convention) shall be (elected OR appointed) at a meeting of the (general membership OR board of directors OR executive committee) in January.

****Financial Procedures:**

- *There will be 2 signers on all checks. The signers will be the Treasurer and President.*
- *Monthly review of all PTA accounts. Review expenses over \$1,000.*
- *Funding requests over budget will be reviewed by all board members*
- *Overall budget process to include all board members*

*****New Business:**

******Other Policies:**

***Standing Rules** will be reviewed annually by the executive board. Proposed changes to the Standing Rules will be voted on by the general membership. The changes will be accepted with a majority vote.

*Any updated Standing Rules should be sent to the Minnesota PTA office; submitted through Givebacks or emailed to the Bylaws Chair at bylaws@mnpta.org to be approved and kept on file.

<i>DO NOT modify wording nor delete this table from your final Standing Rules Document.</i>	
*	These sections are required by the Universal Bylaws and the wording is mandated.
**	These sections are required by the Universal Bylaws. The sentences present are mandated, and wording cannot be changed. The wording is not mandated in the open spots within the sentence with an underline where information is to be added by the Local PTA/PTSA.
***	Required by Universal Bylaws <u>only if</u> you have information not included in the Bylaws. For officer responsibilities that are not included in the Universal Bylaws, include duty information here. You do not need to repeat information from the Universal Bylaws, you can reference them instead. For Meetings, indication of meeting at least 1 time per year for general meetings is required by the Universal Bylaws. May update the sentence to indicate how many times there is a general meeting and executive board meetings if specific dates and times vary month to month throughout the fiscal year.
****	Not Required, only placed on this SR to help prompt the Local PTA/PTSA to add information if it benefits them to do so.
<i>Updated By MNPTA: July 1, 2024</i>	