

DEEPHAVEN ELEMENTARY SCHOOL PTA BOARD MEETING

AGENDA

Location:	Minnetonka Community Education Center, 205
Date:	September 20, 2024
Time:	9:00 - 11:00 AM

AGENDA DETAILS

I. Present at the meeting

- a. Bryan McGinley
- b. Becca Anderson
- c. Traci Whitney
- d. Jessica Loftus
- e. Jennifer Anderson
- f. Kelli Deeg

II. Public Meeting Recap

- 20 people
- Open Position Interest
 - Dream makers pajama day - Stephanie Powell
 - Connections Committee - New families
 - What do we see the mission of this committee
 - Welcoming new families - PTA information, emails reminding them of team building events
 - Welcome kit
 - T shirt

- List of recommended places
 - Restaurants
 - Doctors
- Unity T shirts in charge
- PTA Calendar / info sheet
 - Starting point- welcome emails
- Lighthouse publishing - Shared position in the fall - New lead will take over in the spring
 - Confirm dates with all parties
- Board
 - Communicate open positions- take on sponsorship or communication
- President
 - Next year have a president elect shadow Kelli

III. Principal's Update: Bryan McGinley

- Great first PTA meeting- people felt engaged
- Staff appreciative of the resources provided by the PTA
- Bullying prevention
- Conferences - in person thursday , virtual friday
 - Most people go in person
- New road construction



- Sign that says “ construction and who to call for more information”
- New playground equipment update

IV. Treasurer: Jessica Loftus

- Financial Reports
 - July Financial Transaction
 - August Financial Transaction
- Curricular Choice- Changed to Teacher choice
 - Created a document explaining the program
 - Adding a column for a description of the items
- Zelle for business- Payment option
- Scholarship Committee Updates
 - School supply boxes
 - Add the scholarship option
 - Over budget already
 - Talk about ways to manage
- Stratford woods event - What would be helpful from us for the program
- Any large purchases over 300 - have PTA pay directly - make sure using tax ID number
 - Communicate with the PT Liaison

V. Communications: Tracy Whitney

- Waves
 - Pizza Party
 - Volunteer opportunities
 - Media center, lunch and art
 - Vision and hearing - 18 people



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- Picture day / retake day
- Pizza party
- Board roles -
- PTA- impact - curricular choice / playground

VI. Secretary: Jenn Anderson

- Communicate with PT Liaison to send budget information to room parents next week before party planning begins

VII. Sponsorship: Kelli Deeg

- Birthday Book Donation Explanation
 - As donations come in they are tracked in a shared spreadsheet with Mrs. Whiteside.
 - Mrs. Whiteside also tracks the books purchased for the program
 - No child is turned away- scholarship funds cover the gap for those who are unable to pay
 - Overage carries over to the next year.
 - The school reaches out to the scholarship families that they have an opportunity to participate in the bday book program. Families or school taking them in to pick a book if they are interested. Some kids are not interested and they are not pushing it.
 - Check in on how many donations and how many have been used
- Teacher appreciation- Tanya
 - Treating it like its one family - all staff included in all celebrations



- Bigger one in fall
- Big one during teacher appreciation week
- Load up staff lounge periodically
- Have kids write cards for the specific weeks (para, custodians)
 - Work with buddies - Courtney Lonyachen

VIII. Volunteer Coordinators: Rebecca Anderson

- DEVO Template - include sponsors.

NEXT MEETING DATE:

October 4th - MCEC Room 205



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Transaction - Last month

9/1/2024 through 9/30/2024

Date	Description	Category	Memo	Amount
BALANCE 8/31/2024				91,050.16
9/3/2024	Revtrak Memorevtrak	PTA Membership Dues Collected		7.00
9/4/2024	Revtrak Memorevtrak	Birthday Book Donation Revenue		17.00
9/5/2024	Revtrak Memorevtrak	Birthday Book Donation Revenue		49.00
9/6/2024	Revtrak Memorevtrak	--Split--		271.00
9/9/2024	Revtrak Memorevtrak	Birthday Book Donation Revenue		173.00
9/10/2024	Revtrak Memorevtrak	Birthday Book Donation Revenue		108.00
9/10/2024	Revtrak Memorevtrak	Birthday Book Donation Revenue		210.00
9/10/2024	Revtrak Memorevtrak	Birthday Book Donation Revenue		238.00
9/11/2024	Revtrak Memorevtrak	--Split--		125.00
9/12/2024	Revtrak Memorevtrak	Birthday Book Donation Revenue		175.00
9/12/2024	Minnesota Orchestra	Cultural Arts Field Trip Expense	4th grade	-725.00
9/12/2024	Parent TW	Corporate Sponsorship Expense	banner and foam board	-99.64
9/13/2024	RevTrak XXXXX5953MEMOREvTrak 3926236	Revtrak Fees	service fee % of revenue	-33.22
9/13/2024	Revtrak Memorevtrak	Birthday Book Donation Revenue		186.00
9/16/2024	Children's Theatre Company	Cultural Arts Field Trip Expense	5th grade	-1,180.00
9/16/2024	Parent TW	Book Fair Expense	bookfair poster signage	-75.65
9/16/2024	Revtrak Memorevtrak	Birthday Book Donation Revenue		559.00
9/17/2024	Revtrak Memorevtrak	Birthday Book Donation Revenue		91.00
9/17/2024	Revtrak Memorevtrak	Birthday Book Donation Revenue		247.00
9/19/2024	Revtrak Memorevtrak	Birthday Book Donation Revenue		647.00
9/20/2024	JostensMEMOJOSTENS PAYMENT 240920Deephaven PTA	Scholarship	11 scholarship books from rep Nicole Horvat	365.55
9/20/2024	Parent CB	Entry Planter & Garden Enhancements	fall plants	-190.63
9/20/2024	Star Tribune	Teacher Newspaper	annual subscription	-314.60
9/20/2024	Revtrak Memorevtrak	Birthday Book Donation Revenue		718.00
9/23/2024	Revtrak Memorevtrak	Classroom Party Donations Revenue		988.00
9/24/2024	Revtrak Memorevtrak	Classroom Party Donations Revenue		742.00
9/24/2024	Revtrak Memorevtrak	Classroom Party Donations Revenue		958.00
9/24/2024	MN ATTORNEY GENERAL FEMEMOPURCHASE MN ATTORNEY GENERAL FE	Accounting Fees		-0.54
9/24/2024	MN ATTORNEY GENERALMEMOPURCHASE MN ATTORNEY GENERAL	Accounting Fees		-25.00
9/24/2024	Revtrak Memorevtrak	Classroom Party Donations Revenue		142.00
9/25/2024	Revtrak Memorevtrak	Classroom Party Donations Revenue		134.00
9/26/2024	Minnetonka Public Schools	Playground Fund	playground installation cost	-12,608.86
9/26/2024	Revtrak Memorevtrak	Classroom Party Donations Revenue		700.00
9/27/2024	Gb Payouts Gb	Pizza Party Revenue	less .30 transaction fee and 2.2% fee	108.71
9/27/2024	Revtrak Memorevtrak	--Split--		345.00
9/30/2024	INTEREST PAYMENT	Interest Income		2.22
9/30/2024	Revtrak Memorevtrak	Classroom Party Donations Revenue		580.00
9/1/2024 - 9/30/2024				-7,097.76
BALANCE 9/30/2024				83,952.40
TOTAL INFLOWS				8,520.93
TOTAL OUTFLOWS				-15,618.69
NET TOTAL				-7,097.76

Huntington MMA 5551		
9/30/2024 Interest Payment	Interest Income	98.75
BALANCE 9/30/2024		58,867.69

PTA President Signature
