

PTA Meeting Agenda - September 3, 2025

In Attendance: Megan Thomas, Edith Adamson, Tami Coppler, Samantha Walsh, Renee Larzelere, Melisa Leventry, Olesea Sizemore, Edith Adamson, Sarah Reeder, Michele Kish, Devon Nixon, Kristy Zeitler, Judy Marks, Carolyn Kemp, Krystal Gavin, Cara Heisler, Charlotte Blue, Tamara Kemmler

Online Attendees: Melissa Mentz

Meeting Called to order at 7:02 PM

Welcome and Call to Order

– Crafton PTA Focus – Our focus is to encourage and support a positive school environment with our students, staff, families and community as we strive to advocate for programs and policies that nurture students and education. We do this by volunteering our time while sponsoring and funding programs that enhance the educational and social experiences of all Crafton students.

President's Report – Megan Thomas

- General updates regarding events in school, family events, and fundraisers
 - Kept most of the events from last year and added a few
 - New events:
 - Reptile presentation
 - Jazzercise class with kids
 - Garden Club will be financially supported by the PTA
 - Movie Night at the high school (free admission)
 - Flea Market
 - Pampered Chef fundraiser
 - Combining Talent Show and Art Show this year – Celebration of the Arts
 - Second field trip “Free for kids Initiative” PTA will cover transportation costs if Teachers want to participate
 - Collaboration with Mad Science: 4 week after school program (parent cost). This will be an afterschool program once a week for 4 weeks
 - Membership Drive
 - Share recent event photos

Vice President's Report – Edith Adamson

- Volunteer Clearances / Packets
 - Edith will be in the office on Monday, Sept 8th to assist parents with signing up to be in-school volunteers. She will be there from 3-4 then 5-7.

Treasurer's Report (see attached) – Tami Coppler

- Budget overview and updates

Principal's Report – Dr. Roberto

– Updates for the 25-26 school year

- For all families driving to school in the morning please drop off in the designated areas BEHIND the building. The front of the building is reserved for buses
- No parents should be parking in the staff parking lot across the street from the front of the building.
- New Crafton Police Chief is sending out reminders to the community about parking at the school
- Excited for upcoming kickoff assemblies here at Crafton

6th Grade Committee Reports – Courtney Bonnet

– Beginning phases of planning for the 25-26 school year

- 6th Grade parents can expect email communications
- FB page called “Crafton Elementary Class of 2032”

Coordinator Updates

– The PTA Board is currently seeking Coordinators to lead upcoming fundraisers and events. Sign-up opportunities are now available. Monthly updates and input will be requested from all Coordinators moving forward.

- We have put together a form/checklist that Coordinators can use to help plan for the event
 - Types of events we need coordinators for are:
 - Hoagie Sale
 - Family Nights
 - Three Holiday Parties
 - Talent/Art Show
 - Chalk the Walk
 - Fun Day
 - If you're interested in being a coordinator for any events please send an email to the PTA

Upcoming Dates to Remember

– September calendar sent home on 8/29

- Good feedback on the calendar
 - Weekly E-mail blasts on Sundays
- Just a reminder week of Christmas, early release that Tuesday the 23rd at 12:30PM

Parent Feedback / Open Discussion

– Opportunity for questions, suggestions, or concerns

Q: Michele Kish: Last year we advertised the free food distribution with the PTA can we do that again?

A: Yes, just submit the new flyer.

Melisa: Family night is coming up, tomorrow is first meeting (FitFeine @5:30) with two following next week (10th and 17th)

Because we do 2 book fairs a year we can do a third book fair that would be a “BOGO” fair. This could be done at the end of the year. We will continue to circle back to it to see what parents prefer.

Q: Judy just started a non-profit which requires “waste” product. Is it okay to have the school donate anything that is no longer needed (i.e. broken crayons, old markers, etc.)?

A: Set up something with Dr. Roberto and get it cleared with her and the PTA will be happy to support.

Monthly teacher appreciation – once a month we have a parent volunteer their time giving back to the teachers.

Reimbursement – we reimburse for anything that’s budgeted. Submit receipts to Tami and Tami will reimburse via check. IF you are unwilling to make purchases up front reach out to Tami and she will handle the purchase for you.

Meeting Adjourned at 8:20 PM

Crafton Elementary PTA Treasurer Report
September 2025

2024-2025 Balanced Budget Summary

Fundraiser Name	Income	Budget Amt	Actual Amt	Over/Under	Expense Name	Expense	Budget Amt	Actual Amt	Over/Under
Miscellaneous	Income	\$0.00	\$1,498.12	\$1,498.12	Kindergarten Field Trip	Field Trip	\$600.00	\$610.00	-\$10.00
Box Tops	Income	\$300.00	\$591.20	\$291.20	1st Grade Field Trip	Field Trip	\$600.00	\$0.00	\$600.00
PTA Days	Income	\$700.00	\$517.00	-\$183.00	2nd Grade Field Trip	Field Trip	\$600.00	\$0.00	\$600.00
Spirit Wear Sale Fall	Income	\$500.00	\$185.00	-\$315.00	3rd Grade Field Trip	Field Trip	\$600.00	\$384.00	\$216.00
Hoagie Sale Fall	Income	\$600.00	\$943.50	\$343.50	4th Grade Field Trip	Field Trip	\$600.00	\$570.00	\$30.00
Jingle Bell Junction	Income	\$2,300.00	\$1,835.20	-\$464.80	5th Grade Field Trip	Field Trip	\$600.00	\$308.00	\$292.00
Serria Candy	Income	\$500.00	\$524.88	\$24.88	6th Grade Field Trip	Field Trip	\$1,300.00	\$1,300.00	\$200.00
Fall Family Reading Night	Income	\$400.00	\$607.00	\$207.00	Special Education Field Trip	Field Trip	\$600.00	\$0.00	\$600.00
Fall Book Fair (proceeds to library)	Income	\$0.00	\$0.00	\$0.00	Field Trip Transportation	Field Trip	\$1,000.00	\$2,468.89	-\$1,468.89
Square 1 Art Fall	Income	\$500.00	\$305.13	-\$194.87	PTA Recognition Gifts	Program	\$400.00	\$399.98	\$0.04
Spring Family Reading Night	Income	\$400.00	\$556.00	\$156.00	Holiday Parties & Classroom Snacks	Program	\$2,550.00	\$1,848.84	\$701.16
Spring Book Fair (proceeds to library)	Income	\$0.00	\$0.00	\$0.00	Bulletin Board	Program	\$100.00	\$99.36	\$0.64
Penny Wars	Income	\$3,000.00	\$2,054.00	-\$946.00	Kindergarten T-Shirts	Program	\$550.00	\$696.90	-\$146.90
Birthday Shout Outs	Income	\$300.00	\$281.75	-\$18.25	Staff Appreciation Gifts	Program	\$1,700.00	\$1,769.65	-\$69.65
Tote Bag Sales	Income	\$300.00	\$795.00	\$495.00	Read Across America Week	Program	\$150.00	\$0.00	\$150.00
Parent Donations	Income	\$500.00	\$4,266.00	\$3,766.00	Red Ribbon Week	Program	\$100.00	\$0.00	\$100.00
Gift of Time	Income	\$1,400.00	\$898.00	-\$502.00	Fun Day	Program	\$1,000.00	\$321.98	\$678.02
Meet the Teacher Night	Income	\$100.00	\$90.00	-\$10.00	Meet the Teacher Night	Program	\$150.00	\$150.00	\$0.00
Giveback Days	Income	\$700.00	\$1,231.40	\$531.40	Fall Family Reading Night	Program	\$150.00	\$150.76	-\$0.76
Jazzercise Class Package	Income	\$500.00	\$600.00	\$100.00	Spring Family Reading Night	Program	\$150.00	\$146.78	\$3.22
Jazzercise Adult/Child Class	Income	\$200.00	\$120	-\$80.00	School Supplies for Students/Teachers in Need	Program	\$200.00	\$84.43	\$115.57
Halloween Bingo Event	Income	\$200.00	\$980	\$780.00	Treasure Box Prizes	Program	\$300.00	\$299.62	\$0.38
Family Swim Party	Income	\$300.00	\$370	\$70.00	Insurance & Gambling License	Overhead	\$365.00	\$365.00	\$0.00
Raffles @ Roller Skating	Income	\$300.00	\$74.89	-\$225.11	Babysitting (meetings)	Overhead	\$200.00	\$60.00	\$140.00
Hoagie Sale Spring	Income	\$500	\$454.75	-\$45.25	Bank Fees/Checks	Overhead	\$50.00	\$0.00	\$50.00
					Miscellaneous	Overhead	\$375.00	\$280.97	\$114.03
					Voted Item - 6th grade files	Program	\$350	\$349.25	\$0.75
					Voted Item - Halloween Decorations	Program	\$300	\$289.50	\$10.50
					Voted Item - Mini Golf Prizes	Program	\$300	\$300.00	\$0.00
					Voted Item - Kona Ice	Program	\$800	\$526.50	\$273.50
					Voted Item - Indoor recess items	Program	\$750	\$748.96	\$1.04
					LONG TERM PROJECT GOALS - PROJECT PLAYGROUND				
Total Fundraisers			\$19,768.89		Starting Funds	\$5,400			
Total Field Trips			\$5,620.89		Expenses				
Total Programs			\$8,182.49		Picnic Tables paid 3/14/25	\$2,933			
Total Overhead			\$685.97						
Long Term Project Expense			\$2,933.95						
Total Expenses			\$17,422.15						
Total Profit			\$2,366.55						

2025-2026 Finances

7/1/2025 Fiscal Year starting balance: \$9,629.70

Checking Account Balance as of 8/27/25: \$8,285.42

- Uncashed Checks:
 - \$130.49
- Awaiting reimbursement:
 - \$594
- PTA Membership Dues (will go to PA PTA):
 - \$84

PTA Expenses July & August 2025

- Student school supplies: \$22.50
- Small games of chance application: \$125
- Snow cone supplies for Mini Golf Night: \$57.16
- PTA Insurance: \$240
- Teacher back to school appreciation: \$456.49
 - Granola bars, coffee bar, pastries
- Back to School Night Popsicles: \$11.98
- Bulletin board supplies: \$33.15
- PTA Membership Drive Raffle Promotion: \$25

PTA Profit July & August 2025

- Bruster's Giveback @ Meet the Teacher Night: \$137
- Flea Market: \$95

Project Playground starting account balance as of 8/27/25

- \$2,470.62
 - Voted at the end of last year to carry over funds with the larger goal of buying sun shades for the large playground (we expect this to cost \$5000, we carried over \$2500 so we're hoping to raise another \$2500. We are planning to have one of the scholastic fair proceeds to put toward this.

6th Grade starting account balance as of 8/27/25

- \$268.76

2025-2026 Proposed Budget

Fundraiser Name	Income	Budget Amt
2024-2025 Carry Over Funds	Income	\$3,600.00
Carlynton Foundation Donation	Income	\$3,350.00
Penny Wars	Income	\$2,000.00
Jingle Bell Junction	Income	\$1,800.00
Fall Book Fair (proceeds to PTA for sun shade)	Income	\$1,500.00
Talent Show	Income	\$1,500.00
Giveback Days	Income	\$1,200.00
Gift of Time	Income	\$900.00
Hoagie Sale Fall	Income	\$800.00
Halloween Bingo Event	Income	\$700.00
Parent Donations	Income	\$700.00
Box Tops	Income	\$600.00
Fall Family Reading Night	Income	\$600.00
Spring Family Reading Night	Income	\$550.00
Jazzercise Class Package	Income	\$500.00
PTA Days	Income	\$500.00

Sarris Candy	Income	\$500.00
Hoagie Sale Spring	Income	\$450.00
Birthday Shout Outs	Income	\$300.00
Spirit Wear Sale Fall	Income	\$300.00
Square 1 Art Fall	Income	\$300.00
Family Swim Party	Income	\$250.00
Pampered Chef	Income	\$250.00
Movie Night	Income	\$200.00
Flea Market	Income	\$100.00
Jazzercise Adult/Child Class	Income	\$100.00
Raffles @ Roller Skating	Income	\$100.00
Miscellaneous	Income	\$0.00
Spring BOGO Bood Fair (proceed to benefit library)	Income	\$0.00
Spring Book Fair (proceeds to library)	Income	\$0.00

- Our biggest expense is field trips. They usually cost around \$6000, so we feel it's important to carry over that amount each year in the case where our fundraisers leading up to the field trips don't do well we still have enough in our account to fund the field trips

Expense Name	Expense	Budget Amt
K-5 Field Trip	Field Trip	\$4,500.00
Jingle Bell Junction	Program	\$2,500.00
Heinz History Center Field Trip Transportation	Field Trip	\$2,100.00
Holiday Parties & Classroom Snacks	Program	\$1,950.00
Fun Day T-Shirts	Program	\$1,800.00
Staff Appreciation Gifts	Program	\$1,800.00
6th Grade Field Trip	Program	\$1,500.00
K-6 Regular Field Trip Transportation	Field Trip	\$1,500.00
Fun Day	Program	\$1,000.00
Talent Show	Program	\$900.00
School Supplies for Teachers in Need	Program	\$800.00

Kindergarten T-Shirts	Program	\$700.00
Reptile Show	Program	\$600.00
PTA Recognition Gifts	Program	\$450.00
Special Education Field Trip	Field Trip	\$450.00
In School Program Support	Program	\$400.00
Insurance & Gambling License	Overhead	\$400.00
Miscellaneous	Overhead	\$375.00
6th Grade Wall Tiles	Program	\$350.00
3rd Grade Symphony Field Trip Transportation	Field Trip	\$300.00
End of Year Kona Ice for Students	Program	\$300.00
Treasure Box Prizes	Program	\$300.00
Bingo	Program	\$250.00
Babysitting (meetings)	Overhead	\$200.00
Fall Family Reading Night	Program	\$200.00
Movie Night	Program	\$200.00
PTA Trainings	Overhead	\$200.00
Spring Family Reading Night	Program	\$200.00
Walk a Thon	Program	\$200.00
Meet the Teacher Night	Program	\$150.00
Read Across America Week	Program	\$150.00
Swim Night	Program	\$120.00
Bulletin Board	Program	\$100.00
Garden Club K-6 Program Support	Program	\$100.00
Red Ribbon Week	Program	\$100.00
School Supplies for Students in Need	Program	\$100.00
Back to School Night	Program	\$50.00
Bank Fees/Checks	Overhead	\$50.00
Chalk The Walk	Program	\$45.00

Motion to approve the 2025-2026 Budget – All approved, vote carries