

PTA Meeting Agenda

March 4, 2026 - 6pm at Crafton Elementary School Library

In Attendance: Megan Thomas, Edith Johnson, Tami Coppler, Samantha Walsh, Carolyn Kemp, Melisa Leventry, Rhonda Lipinski, Melissa Mentz, Erin Zimmerman, Michele Kish, Missy Berkhouse

On Zoom: Erin Nunez, Dr. Roberto

Meeting started at: 6:04PM

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

- Motion to approve February Meeting Minutes:
 - First: Tami Coppler
 - Second: Michele Kish
- Gift of Time drawing will be completed by executive board and results will be emailed
 - Results will be emailed in the next eBlast
- General updates regarding last months events in school, family events, and fundraisers
 - 100 Days of School Cougar Paw Search
 - Soup Drive – 6th grade winners
 - Valentine's Party – great feedback
 - Gift of Time – less profitable year over year, look at other options in the future
 - No food options this year due to the school's health and wellness policy, next year might want to look into this being one of the two allowed exceptions
- Review monthly calendar for March updates (see attached)
 - Mystery Readers feedback:
 - Students liked the older student mystery readers
 - Penny Wars – March 23-27
 - We would like people to count daily
- Nomination Committee
 - Nominations are now open for the 2026–2027 Crafton Elementary PTA Executive Board! If you're passionate about supporting our students, teachers, families, and staff, this is a great opportunity to make a meaningful impact in our school community. We are seeking motivated community members for the following positions: President, Vice President, Treasurer, and Secretary.

Whether you're a seasoned volunteer or someone looking to get more involved for the first time, we'd love to connect with you. These roles help shape the programs, events, and advocacy efforts that make Crafton Elementary such a special place.

Interested in learning more? Email us at craftonelementarypta@gmail.com for details or to submit a nomination. ***Nomination deadline: March 25, 2026.***

– Share recent event photos

Vice President's Report - Edith Adamson

– Volunteer opportunities - Clearances are required for all volunteer opportunities that occur during the school day. Please be sure to sign up by the stated deadline to allow adequate time to verify clearances and provide finalized volunteer lists to Dr. Roberto and/or Mrs. Burnett.

- People are trying to sign up for volunteer opportunities the day of. This cannot happen. Ideally the office needs one week notice.

Treasurer's Report (see attached) - Tami Coppler

– Budget overview and updates

Principal's Report - Dr. Roberto

- 2nd grade is on board with a field trip this year
- Megan and Dr. Roberto presented to teachers and staff today
 - Dr. Roberto will forward her notes to the PTA
 - A lot of planning ideas for next year
 - Penny Wars:
 - Last year we had one volunteer every Friday to handle "sabotaging"
 - If Penny Wars is only a week, how do we handle that?
 - Can we do one final day to sabotage?
 - It can only be done at lunch with a table, but should be blind sabotaging so there's no unfair advantage
 - Would the teachers be okay with keeping the pennies/silver separate Mon-Thursday until Sabotage Friday? Dr. Roberto will handle communication to the teachers about this
 - We need a parent for coordinating Penny Wars and monitoring the Sabotaging at Friday lunch
 - Missy Berkhouse

6th Grade Committee Reports - Courtney Bonnet & Courtney Lawton

Coordinator Updates

- Family Reading Night March 5 - Melisa Leventry:
- Scholastic Book Fair March 5 & 6 - Cara Heisler & Missy Berkhouse
- Penny Wars March 23 - March 27 - Coordinator needed
- Talent Show May 1- Coordinators Needed (show, front of house, art showcase: [Megan has saved all the students' square one art – this could be used for that](#))
 - First Meeting Saturday, March 7th at 3 at FitFeine
- Cougar Crawl - May 15 - Sam Walsh
 - Sam to set up meeting with Dr. Roberto to discuss logistics

– Fun Day June 2 - Coordinator Needed

- Rain day scheduled for June 3

-Kona Ice: June 5th (being moved to the 5th because of 6th promotion)

Parent Feedback / Open Discussion

– Opportunity for questions, suggestions, or concerns

Q: Will there be the BOGO Bookfair this year?

A: NO

Penny Wars:

- Can we make zeffy an option for penny wars? Yes, Megan will create Zeffy campaign per grade
 - Benefits:
 - No counting required
 - All positive dollars
- Jazzercise In School Class: 4/7 6-630, make a Zeffy for sign up
- April PTA meeting is the first Thursday of the month
 - This meeting will review new Board nominations

Adjournment at 7:13PM

March 2026

PTA Updates

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Sarris Orders Continues Group No.: 10-1586 	2	3 MY SECRET readers	4 PTA DAY PJ Day - \$2 Donation PTA Meeting @ 6PM	5  BOOK FAIR Family Reading Night 6PM-8PM	6  BOOK FAIR	7
8	9	10	11	12	13 	14
15	16	17	18	19	20	21
22 Sarris Orders Ends Group No.: 10-1586 	23 Penny Wars Starts 	24 April Birthday Shout Outs Due \$5 Fee 	25	26	27 Penny Wars Ends 	28
29	30	31  Give Back Event 4PM-8PM 978 Greentree Road		Mad Science Class 	3 rd -6 th Grade 3PM-4PM \$60/student March 5, March 12, March 19, March 26	

March 2026 Treasurer's Report

PTA Account

Account balance as of 2/28/26: \$15,927.72

- Checks uncashed: \$300
- Other:
 - Withdrew \$100 for Jazzercise Class Cashbox
 - Jazzercise has been scheduled for 4/7 – need Facility Request
 - Withdrew \$505 for Spring Book Fair Cashbox

February Profits (\$697)

- Gift of Time: \$172
- Jazzercise Class Pass Sale: \$360
- Rockefeller's Giveback day: \$50
- PTA Dress Up Day: \$48
- March Bday Shout Outs: \$67

February Expenses (\$63.17)

- Holiday Party Storage Totes: \$21.40
- Bulletin board: \$11.77
- School supplies for teachers in need: \$30

Other

- Fun Day T-shirt donations: \$750 (!)

- This is not technically a profit or expense, money going towards t-shirts
- Family Reading Night Donations: \$145

6th Grade Account Balance as of 2/28/2026: \$2,711.62

- Pizza kit profit: \$584

Project Playground Account

- Balance as of 2/28/26: \$3961.34

PTA Budgeted Funds That Will Not Be Used This Year

- Heinz History Field Trip (\$2100)
- Special Education Field Trip (\$450)
 - This can likely be removed from future budgeting
- 3rd Grade Symphony Transportation (\$300)
- Reptile Show (\$300)
- Meet the Teacher Night (\$150)
- Red Ribbon Week (\$100)

Anticipated Expenses for rest of school year (Estimated Total: \$13,965)

K-5 field trip	\$4500
Fun day shirts	\$1050
Staff Appreciation	\$1300
K field trip	\$1500
Field Trip transportation	\$1500
Fun day	\$1000
Talent show	\$900
School supplies for teachers	\$600
PTA recognition gifts	\$250
In school program support	\$100
Kona Ice	\$300
Treasure Box prizes	\$300
Spring Reading Night	\$200
Walk a Thon	\$200

Swim Night	\$120
Garden Club	\$100
Chalk the Walk	\$45

Treasurer Anticipated Profits for rest of School Year (Estimated Total: \$5,765)

<u>Penny Wars</u>	<u>\$1,500</u>
<u>Talent Show</u>	<u>\$1,500</u>
<u>Giveback days</u>	<u>\$300</u>
<u>Gift of Time</u>	<u>\$400</u>
<u>Box Tops</u>	<u>\$200</u>
<u>Spring Reading Night</u>	<u>\$400</u>
<u>PTA Days</u>	<u>\$150</u>
<u>Sarris</u>	<u>\$400</u>
<u>Hoagies Spring</u>	<u>\$500</u>
<u>Bday Shout Outs</u>	<u>\$90</u>
<u>Family Swim</u>	<u>\$250</u>
<u>Jazzercise Class</u>	<u>\$75</u>

Treasurer Projected Account Balance at end of 2026 School year:

- \$15,900 current balance - \$13,965 in expenses + \$5765 in profits
 - = \$7700 remaining estimated balance

Project Playground Update

- Facility director received quote from new vendor for Sun Shade
 - Shade is 15' x 25' x 8'
 - Total cost is \$5999
 - Current Project Playground Account balance is: \$3961.34
 - Deficit of \$2037.66

Motion to vote to reallocate funds

- Suggest motion to allocate \$1450 from PTA unclaimed funds to Project Playground account to complete sun shade purchase
 - Will request \$600 be covered by school district (approximately half of shipping cost)
 - First: Missy
 - Second: Tamara
 - Tami will create vote and send out

PTA Expenses 2025-2026 Review To Date

Expense Name	Expense	Budget Amt	Actual Amt	Over/Under	
K-5 Field Trip	Field Trip	\$4,500.00		\$4,500.00	\$15 per student
Jingle Bell Junction	Program	\$2,500.00	\$2,220.21	\$279.79	
Heinz History Center Field Trip Transportation	Field Trip	\$2,100.00		\$2,100.00	
Holiday Parties & Classroom Snacks	Program	\$1,950.00		\$1,950.00	
Fun Day T-Shirts	Program	\$1,800.00		\$1,800.00	
Staff Appreciation Gifts	Program	\$1,800.00		\$1,800.00	Back to school gifts, monthly appreciation (\$50/month reimbursement), Fall & Spring staff lunch
6th Grade Field Trip	Program	\$1,500.00		\$1,500.00	
K-6 Regular Field Trip Transportation	Field Trip	\$1,500.00		\$1,500.00	
Fun Day	Program	\$1,000.00		\$1,000.00	
Talent Show	Program	\$900.00		\$900.00	
School Supplies for Teachers in Need	Program	\$800.00		\$800.00	\$30 available to each teacher until gone
Kindergarten T-Shirts	Program	\$700.00	\$508.75	\$191.25	
Reptile Show	Program	\$300.00		\$300.00	Originally approved for \$600. Nov 2025 PTA vote to allocate \$300 to Free Store
PTA Recognition Gifts	Program	\$450.00		\$450.00	ex highest sellers of fundraisers, PJ drive pizza, Souper Bowl Winner Pizza, Retirement gifts, Playground popsicles, summer snow cones, new years coloring contest winners, Scavenger hunt
Special Education Field Trip	Field Trip	\$450.00		\$450.00	\$15 per student
In School Program Support	Program	\$400.00		\$400.00	ex PTA buys leftover giving tree items, tuition for after school programs
Insurance & Gambling License	Overhead	\$400.00	\$365.00	\$35.00	
Miscellaneous	Overhead	\$375.00		\$375.00	
6th Grade Wall Tiles	Program	\$350.00	\$464.68	-\$114.68	
3rd Grade Symphony Field Trip Transportation	Field Trip	\$300.00		\$300.00	
End of Year Kona Ice for Students	Program	\$300.00		\$300.00	
Treasure Box Prizes	Program	\$300.00		\$300.00	
Bingo	Program	\$250.00	\$189.42	\$60.58	
Babysitting (meetings)	Overhead	\$200.00		\$200.00	
Fall Family Reading Night	Program	\$200.00	\$201.93	-\$1.93	
Movie Night	Program	\$200.00	\$115.20	\$84.80	
PTA Trainings	Overhead	\$200.00		\$200.00	
Spring Family Reading Night	Program	\$200.00		\$200.00	
Walk a Thon	Program	\$200.00		\$200.00	
Meet the Teacher Night	Program	\$150.00		\$150.00	
Read Across America Week	Program	\$150.00		\$150.00	
Swim Night	Program	\$120.00		\$120.00	
Bulletin Board	Program	\$100.00		\$100.00	
Garden Club K-6 Program Support	Program	\$100.00		\$100.00	
Red Ribbon Week	Program	\$100.00		\$100.00	
School Supplies for Students in Need	Program	\$100.00		\$100.00	
Back to School Night	Program	\$50.00	\$11.98	\$38.02	
Bank Fees/Checks	Overhead	\$50.00		\$50.00	
Chalk The Walk	Program	\$45.00		\$45.00	
Voted Item - Free Store Donation	Program	\$300.00	\$300.00	\$300.00	

Babysitting - Monthly Meeting (\$200)			
Month	Name	Amount	
<i>September</i>	N/A	\$0.00	
<i>October</i>	Adamson	\$20.00	
<i>November</i>	N/A	\$0.00	
<i>December</i>	N/A	\$0.00	
<i>January</i>	N/A		
<i>February</i>	N/A		
<i>March</i>			
<i>April</i>			
<i>May</i>			
	Total	\$20.00	

PTA Recognition Gifts (\$450)			
Items	Date	Amount	
Summer Snow Cone Supplies	7/13	57.16	
Back to School Popsicles	8/8	\$11.98	
Plastic Paws 100th day of school	11/30	\$7.99	
New Years Coloring Contest	12/10	\$70.00	
Sarris Top Sellers	1/17	\$60	
		\$207.13	Total

School Supplies for Sudents in need (\$100)			
Item	Date	Total	
Clipboards	11/30/2025	\$17.24	
	Total	\$17.24	
Field Trips			
Grade	Date	Total	Comments
Kindergarten			
Kindergarten Bus			
First Grade	12/1	\$150.00	Deposit
First Grade Bus			
Second Grade			
Second Grade Bus			
Third Grade			
Third Grade Bus			
Fourth Grade			
Fourth Grade Bus			
Fifth Grade			
Fifth Grade Bus			
Sixth Grade			
Sixth Grade Bus			
Symphony Bus			
Special Ed Trip			
Special Ed Bus			
		\$150.00	Total

Holiday Parties & Classroom Snacks (\$1,950)			
Name	Date	Price	
Halloween Juice	10/4	\$95.84	
Halloween Snacks	11/18	\$200.00	
Holiday Party Games	12/8	\$36.40	
Holiday Party Bubble House	12/3	\$375.00	
Holiday Party Treat	12/14	\$224.00	
Valentines Day Supplies Amazon	1/4	\$173.66	
Valentines Photo Booth	1/18	\$500.00	
Party Storage Bins	2/3	\$21.40	
		\$1,626.30	Total

Bulletin Board (\$100)			
Name	Date	Price	
Edith Adamson	8/21	\$33.15	
Olesea Sizemore	2/8	11.77	
		\$44.92	Total

Bank Fees (\$50)			
Name	Date	Price	
Givebacks	10/13	\$2.00	PTA membership transaction fee
		\$2.00	Total

Jingle Bell Junction (\$2,500)			
Name	Date	Price	
Temu/Edith Adamson	11/18	763.59	
Edith Adamson	12/17	\$863.42	
Tamara Kemmler	12/17	\$242.21	
Edith Adamson	1/3	\$350.99	
		\$2,220.21	Total

In School Program Support (\$400)			
Name	Date	Price	
Mad Science	11/21	40.00	
Giving Tree	12/6	\$101.56	
Hygeine Products	12/8	\$158.19	
		\$299.75	Total

Talent Show (\$900)			
Name	Date	Price	
Amazon - Popcorn Maker	1/18	139.98	
		\$139.98	Total

Miscellaneous (\$375)			
Name	Date	Price	
Skate Night Glow Items	11/4	\$37.01	
Custodian Retirement Gifts	11/8	\$100.00	
Cafeteria Retirement Gift	12/22	\$50.00	
		\$187.01	Total