

COLUMBUS PTO

2014-2015 SCHOOL YEAR; MEETING #1 OF 4

09/04/14, 7-8:00 p.m.

Meeting called to order at 7:10 p.m. Attendance, including PTO Board, was 13.

1. Introduction of PTO Board Members

- a. President: Natalie Thiems, Co-Vice Presidents: Val Heiser & Danielle Henke, Treasurer: Kristen Pfund and Secretary: Jenny Russi

2. Prior Meeting Minutes – Reviewed the meeting minutes from 05/15/14. No changes noted. Motion to approve: Val Heiser; Motion seconded: Danielle Henke. 05/15/14 Minutes approved.

3. Treasurer's Report –

- a. Copy attached.
- b. Revenue to date: \$0. Expenses to date: \$1,629.63. Income to date: (\$1,629.63).
- c. Regarding 2014-15 budget: Fundraising revenue budget is largely similar to 2013-14 budget. Expenses were adjusted for new teachers, student enrollment and adjustments compared to prior year.
 - i. Noted differences compared to 2013-14 budget. All planned activities were completed and paid in 2013-14. The 2013-14 year was closed out with \$5,259.03 net income, which is included in 2014-15 beginning balance.
- d. Classroom support won't be paid until after the first fundraiser is completed. Check request forms are available on the PTO website. School is tax exempt. PTO does not reimburse sales tax. Teachers can use the tax exemption certificate for school purchases.
- e. Are reimbursement requests due within 90 days? Question generated due to changes in another organization. Follow up needed.
- f. Motion to approve 2014-15 Budget: Vince Schlueter; Motion seconded: Jenny Russi. Budget approved.

4. Special Topic – Third Grade Update

- a. Third grade teachers: Stephanie Durell, Susan Hedge, Heather Hellmann, Cindy Mickle and Sally McLauchlan. Welcome to new teachers Susan Hedge & Heather Hellmann. Cindy Mickle presented the third grade update.
- b. Thanks and appreciation to PTO and Vince Schlueter for their support.
- c. Celebrating grandparent day.
- d. Class rotation planned for Johnny Appleseed project, 9/22/14.
- e. Crayon art project is planned for fall leaves.
- f. Class rotation planned for Black History, Feb/2015.
- g. Third grade will attend Illinois Day at Airplane Park in Spring/ 2015.
- h. Spring musical is planned for 2015.

- i. Field trip - TBD
- j. Scholastic News is used to support curriculum. Students and teachers both enjoy this service.
 - i. PTO pays for Scholastic News with Scholastic Bucks generated through book fair and other activities.
 - ii. Kristen Pfund orders the Scholastic News by grade level. Teachers can request other grade levels, if needed.

5. Principal Report – Vince Schlueter

- a. Thanks and appreciation to the PTO for their support.
- b. Smooth start of school year. Columbus welcomed several new staff members.
- c. Third grade ice cream social was held 8/18/14.
- d. Successful Parent Orientation Night held 8/28/14.
- e. First quarter progress reports will be distributed next Friday, 9/12/14.
- f. Researching charity challenge possibilities.
- g. Researching possibility of a movie night at EHS. Proceeds will benefit Anderson Hospital. Partner with other school administrators.
- h. Move for Your School fundraiser communicated to students.

6. Committee Reports

- a. Move for Your School – Kristen Pfund
 - i. MFYS planned for 9/19/14.
 - ii. Weather backup date is 10/03/14.
 - iii. Fundraising goal: \$12,000
 - iv. Donation envelopes will be sent home with students on Friday, 9/5/14.
 - 1. Envelopes are due by 9/19/14.
 - 2. Prizes noted on the envelopes.
 - a. Individual and Class prizes are planned.
 - b. Edison's donated game passes for prizes.
 - c. Individual prizes include pencils, water bottles, shirts, Edison's game passes, and lunch with the principal.
 - v. All students participate, regardless of donation level.
 - vi. Volunteers needed. Sign up online via Volunteer Spot.
- b. Box Tops – Elsa Zeller
- c. Spirit Wear – Val Heiser
 - i. New vendor selected. BJ's is a local company.
 - 1. Polo fit and ladies fit requested.
 - ii. Research second vendor option.
- d. Funding Factory – Jenny Russi
 - i. Payments per cartridge drastically reduced year over year
 - ii. Research other options
 - iii. May discontinue if another option with better revenue isn't located.
- e. Accelerated Reader – Melissa Peterson
 - i. Teacher support – Heather Hellmann & Susan Hedge

- f. Staff Appreciation – Natalie Thiems
- g. Book Fair – Val Heiser & Phuntipa Knox
 - i. Book Fair will be held the week of 11/17/14.
 - ii. Contacted by new representative from Scholastic Books.
- h. Snowball Dance – Phuntipa Knox & Carmen Nelson
 - i. Dance planned for 01/23/15.
 - ii. Weather backup date is 02/06/15.
 - iii. Need to contact DJ to reserve the date.
- i. Original Artwork – Jamie Mackenzie
- j. Trivia Night – Natalie Thiems
 - i. Trivia night planned for 02/20/15 at Liberty Middle School.
- k. 5th Grade Party – Danielle Henke & Val Heiser
- l. Year Book – *Volunteers needed*
 - i. Teacher support – Heather Hellmann & Susan Hedge

Meeting was adjourned at 7:55 p.m. The next meeting is Tuesday, 11/18/14. Special topic is Specialists Update.

Columbus PTO Working Budget

2014-2015

	Budgeted Income	Budgeted Expense	Budgeted Net Income	Actual Income	Actual Expense	Actual to Budget
MISC EXPENSES						
3rd Grade Ice Cream		\$125.00			\$110.03	\$14.97
3rd Grade Curriculum		\$700.00				\$700.00
4th Grade Curriculum		\$700.00				\$700.00
5th Grade Curriculum		\$700.00				\$700.00
5th Grade Party		\$500.00				\$500.00
Accelerated Reader Supplies		\$200.00				\$200.00
All School Events		\$-				\$-
Classroom Support		\$3,850.00				\$3,850.00
DARE		\$500.00				\$500.00
Donations		\$100.00				\$100.00
Field Day		\$100.00				\$100.00
Health Fair		\$140.00				\$140.00
Homework Trackers		\$1,400.00			\$1,333.15	\$66.85
Insurance		\$295.00				\$295.00
SAT Prizes		\$225.00				\$225.00
Media Center		\$200.00				\$200.00
Miscellaneous		\$-				\$-
Office Supplies & Paper		\$-				\$-
Presidential Fitness		\$150.00				\$150.00
Principals Fund		\$500.00				\$500.00
Recess Equipment		\$200.00			\$196.48	\$3.52
Safety Patrol		\$200.00			\$100.00	\$100.00
Science Fair		\$-				\$-
Snow Ball Dance		\$325.00				\$325.00
Spanish Celebration		\$200.00				\$200.00
Young Authors		\$75.00				\$75.00
Spirit Wear						
Staff Appreciation		\$300.00				\$300.00
Taxes		\$50.00				\$50.00
Technology		\$1,300.00				\$1,300.00
Total Miscellaneous Expense		\$12,910.00			\$1,629.63	\$11,280.37

Summary:

2014 Open Balance:	\$6,000.00
Total Income to Date:	\$-
Total Misc. Expenses To Date:	\$1,629.63
Total Net Income:	\$(1,629.63)

Columbus PTO Working Budget
2014-2015
September Budget Prepared for Meeting 1

	Budgeted Income	Budgeted Expense	Budgeted Net Income	Actual Income	Actual Expense	Actual Net Income
FUNDRAISING						
Box Tops Income	\$1,000.00		900			\$-
Box Tops Expense		\$100.00	\$600.00			
Move for Your School	\$12,000.00					\$-
Move for Your School Expense		\$1,500.00	\$10,500.00			
Trivia Night	\$2,000.00					
Trivia Night Expense		\$1,000.00	1,000			
Trivia Night Proceeds to Leclaire PTO			\$500.00		\$-	\$-
Total Net Income from Fundraising			<u>\$11,600.00</u>			\$-
PTO SERVICE & SALES						
Book Fair						
Book Fair Expense						
Original Artworks						
Original Artwork Expense						
Pencils/Sharpener						
Pencils Expense						
Total PTO Service & Sales			\$-			\$-
OTHER INCOME						
Donations						
Pictures						
Funding Factory						
Total Other Income			\$-			\$-
Total Projected Income			\$11,600.00			
Total Income to date						\$-

900
~~600.00~~
 1,000
~~1,000~~
\$11,600.00
12,400
 Noted 9/8/14

Columbus PTO Working Budget
2013-2014
2013-2014 Final

	Budgeted Income	Budgeted Expense	Budgeted Net Income	Actual Income	Actual Expense	Actual Net Income
FUNDRAISING						
Box Tops Income	\$700.00			\$1,492.32		\$1,492.32
Box Tops Expense		\$100.00	\$600.00			
Move for Your School	\$12,000.00			\$12,250.73		\$11,008.09
Move for Your School Expense		\$1,500.00	\$10,500.00		\$1,242.64	
Trivia Night				\$2,213.50		
Trivia Night Expense					\$875.34	
Trivia Night Proceeds to LeClaire PTO				\$1,338.16	\$669.08	\$669.08
Total Net Income from Fundraising			\$11,100.00			\$13,169.49
PTO SERVICE & SALES						
Book Fair				\$6,408.77		
Book Fair Expense					\$(6,323.30)	\$85.47
Original Artworks				\$1,336.25		
Original Artwork Expense					\$(869.05)	\$467.20
Pencils/Sharpeners						
Pencils Expense						
Total PTO Service & Sales			\$-			\$552.67
OTHER INCOME						
Donations				\$261.00		\$261.00
Pictures				\$805.00		\$805.00
Funding Factory				\$65.40		\$65.40
Total Other Income			\$-	\$1,131.40		\$1,131.40
Total Projected Income			\$11,100.00			
Total Income to date						\$14,853.56

Columbus PTO Working Budget
2013-2014

	Budgeted Income	Budgeted Expense	Budgeted Net Income	Actual Income	Actual Expense	Actual to Budget
MISC EXPENSES						
3rd Grade Curriculum		\$800.00			\$475.24	
4th Grade Curriculum		\$800.00			\$600.13	\$199.87
5th Grade Curriculum		\$800.00			\$579.32	
5th Grade Party		\$500.00			\$73.31	\$426.69
Accelerated Reader Supplies		\$100.00			\$94.85	\$5.15
All School Events		\$350.00			\$481.38	\$(131.38)
Classroom Support		\$3,850.00			\$2,327.45	\$1,522.55
Donations		-			\$75.00	\$(75.00)
Field Day		\$100.00				\$100.00
Health Fair		\$140.00			\$169.64	\$(29.64)
Homework Trackers		\$1,300.00			\$1,211.20	\$88.80
Insurance		\$295.00			\$295.00	\$-
ISAT Prizes		\$200.00			\$204.30	\$(4.30)
Media Center		\$500.00			\$29.63	\$470.37
Miscellaneous		\$-			\$588.09	\$(588.09)
Office Supplies & Paper		\$-				
Presidential Fitness		\$200.00				\$200.00
Recess Equipment		\$200.00			\$234.11	\$(34.11)
Safety Patrol		\$200.00			\$198.00	\$2.00
Science Fair		\$-				
Snow Ball Dance		\$300.00			\$301.24	\$(1.24)
Spanish Celebration		\$200.00				\$200.00
Young Authors		\$-			\$33.00	\$(33.00)
Staff Appreciation		\$300.00			\$338.34	\$(38.34)
Taxes		\$50.00			\$13.00	\$37.00
Technology		\$1,300.00			\$1,272.30	\$27.70
Total Miscellaneous Expense		\$12,485.00			\$9,594.53	\$2,345.03

Summary:

Total Income to Date:	\$14,853.56
Total Misc. Expenses To Date:	\$9,594.53
Total Net Income:	\$5,259.03

Reviewed & Approved
09/04/14

Columbus PTO Meeting May 15, 2014

Called to order at 5:06pm with 13 members in attendance.

Review / Approval of previous meeting's minutes. Motion to approve: Danielle Henke 2nd: Vince Schlueter

Specialists:

Sandy Fultz (art) reports that the year's been successful and her classes have made it through all of the artists that were planned as a part of the yearlong study. This year's money from PTO was spent on displaying the kids' art throughout the school.

Linda Nota (P.E.) reports that they spent the year on a variety of sports and activities. Highlights include the Volleyball Bump Award, the 4th/5th grade Around the World contest, and Field Day - all three grades were able to have Field Day out at the park this year. The discontinued Presidential and National Physical Fitness tests and awards led the District to develop a new program: The District 7 Physical Fitness Challenge, in which kids are tested and awarded based on various accomplishments and whether or not they are in the established "Healthy Fitness Zone." There are special awards (wristbands) in the District for those kids who exceed the average accomplishments. Ms. Nota also unveiled a new banner from the JDRF that show Columbus' \$5110 contribution to the JDRF's Walk for Juvenile Diabetes.

Chris Stevens (music) reported that his PTO funds were spent primarily on software for the interactive boards and that he's excited about what they have to offer with regard to the recorder program. The first half of the music instructional year was about "rhythm and no reading" and the second half was performance oriented. (3rd grade musical, DARE graduation, etc.)

Rob Campbell (band) and Missy O'Neal (orchestra) reported about the upcoming concert assemblies - the 4th grade debut! PTO funds were spent on music books and Smart Music. They were pleased to report that they retained a good number of musicians between 4th and 5th grades.

Jenny Mulvihill (social worker) is finishing her second year at Columbus and reported that this year she worked as part of the AIMSWEB team, helped with reading assessments, the anti-bullying campaign, Link parties, Red Ribbon Week, all while being present as a resource to teachers.

Nomination for Board Position: Elsa Zeller nominated Jenny Russi for the open Secretary position on the Executive PTO Board. (2nd Melissa Peterson) Jenny was elected to replace Debbie Gaughan as Secretary for the 2014-15 school year by unanimous vote (14-0)

Treasurer's Report (Kristen Pfund) - see attached report

Income to date: \$14,853.56 Expenses to date: 9,346.14 Net Income to date: \$5507.42

The question of who pays for new Accelerated Reader tests was raised and should be revisited at the next meeting. P.E. expenses have changed since last year due to the new Physical Fitness program. It looks like District 7 will be buying the wristbands, not PTO. PTO made a donation to Relay for Life.

Principal's Report (Vince Schlueter)

Mr. Schlueter is wrapping up the year with a last newsletter that will be coming soon and a thank you to the PTO. Math placement tests, Mars Rovers, IL Day are all under way or finished by now and the band and orchestra will be performing next week. His annual awards day will be on the 27th and 28th of May.

Committee Reports:

Boxtops - There will be a new chairperson for this next year.

Funding Factory - Jenny Russi says she's disappointed that they cut how much they pay for cartridges and will need to reevaluate if it's worth it to do this in the future.

AR - Melissa Peterson reports that kids are excited to have the books read, but there's a disconnect somewhere because they are not getting to take the tests and earn the rewards. She'd like to work on promoting it more with the teachers and wondered about using parent volunteers to administer tests. Mr. Schlueter pointed out that a certified teacher needs to be supervising such a program.

Staff Appreciation - Natalie Thiems said the year was successful and all lunches have been held.

Spirit Wear, Move 4 Your School, Book Fair, Original Artwork, Snowball Dance - no reports

5th Grade Party - Kristen Pfund told the group about the game show theme and described the different stations the kids will rotate through. More parent volunteers are needed. Mr. Campbell suggested that he'd like to work with the group to incorporate his photo booth business at a great price and it was agreed that would be a good fit.

Trivia Night - Natalie Thiems says we will use a different venue next year.

New Business

Melissa Peterson is willing and interested in starting a theater group for next year. When Mr. Schlueter said a teacher sponsor and a written proposal would be required, Ms. O'Neal and Mr. Stevens expressed interest.

3rd Grade Ice Cream Social

This fun meet and greet event will happen again next year, but we'd like to avoid having the 3rd grade parents serve ice cream by asking the teachers to do this instead.

Meeting adjourned at 5:57 pm