

LCM PTO Budget Meeting
June 15, 2016

In Attendance:

Past President Cindy Chavez
Co-President Cindy Herman
Co-President Vicki Brown
Treasurer LeeAnne Leon
Recording Secretary Wendy Tweed
Active Fundraising Debbie Francia
Communications Jennifer Trivette
Art Coordinator Lori Roy
Art Coordinator Tori Foley
Room Parent Coordinator Amber Cassen
Activities Vanessa Murphy
Passive Fundraising Megan Matlock
Passive Fundraising Lindsey Lupo
Teacher Representative Caren Cherveny

Meeting was called to order at 10:48am by Lori

LeeAnne started the meeting with going over the proposed budget for 2016/2017 school year.
There is a \$30,000 surplus from the 2015/2016 school year

Curriculum Expenses

Proposed by Adam Klimas
Curriculum budget begins on page 3 of 6 in proposed budget handout
Supplemental Reading intervention is new to the budget and is for the aides in the reading lab
PTO will fund an Art teacher for the 2016/2017 school year. The music teacher position is now a district paid position.

PTO Expenses

Page 2 of 6 in proposed budget
New to budget are Parent Breakfasts, booths for kinder parents, donuts for dads and muffins with moms.
Credit card fees increased. Apes agreed to cover the credit card fees for the 2016/2017 school year.

Total Expenses: \$160,865 (Curriculum and PTO)

Proposed Budget Changes

Grade level expenses were increased to \$1000 per grade level
Mr. Klimas proposed to add \$100 to the 5th grade expenses for 5th grade promotion t-shirt surplus. There was an issue the year prior. LeeAnne noted that it was not on his revised copy, so will get clarification.
Lori questioned funding to Arts but ok with leaving budget as is
Question was asked if grade level expenses were based on the number of kids in the grade? Caren clarified that no it is not. It is for the entire grade level and used for grade level assemblies and supplies.
Discussed teacher gift cards being increase from \$40 to \$50. Unsure of exact teacher count for the 2016/2017 school year. Recommended to leave as is at \$40 since other areas that may need a cushion and there are going to carnival changes.
Question was asked regarding PTO activities being low compared to teacher supplies. LeeAnne explained that other activities on page 1 of budget get added in to the activities. Vicki also added that we budget what we need and project on past expenses.
Megan proposed changing Amazon smiles to \$800 from \$1000 and box tops from \$1900 to \$2000. Tori requested to leave box tops as is at \$1900.

Income

Page 1 of 6 on proposed budget

Total income through active and passive fundraising: \$180,865

Debbie moved to approve the budget for the 2016/2017 school year.
Lindsey 2nd it.
All board members were in favor.
Budget was approved.

Active Fundraising

Wave Fund

Keeping as is for 2016/2017 school year
adding VIP access to the carnival for Platinum donors
back to school donations with a credit card will get the 3% processing fee waived

Carnival

A contractor has been hired to construct and dismantle the haunted house
the contractor will be paid from the 5th grade classroom donations instead of the 5th grade classes doing baskets
ticket communication needs to be VERY clear this year due to the problem at the carnival last year
Lori requested a decorating committee for front of school, it was added to job needed list
a new company was found to help bring our blacktop games back to life
the company will give 10 new games, teacher jousting, golf, and will included trackless train and jumpy for younger kids
the company will set up and take down booths (rice red and white tents)
the new company will be paid out of the carnival budget

Spirit Wear

we will be changing companies since the online one did not do well last year
we will get order samples and then order forms will be available
we will not carry any inventory
we will use the same logo as last year
we are going to try to bring back spirit wear Fridays
discussed trying to promote spirit wear day more ideas: incentives for classes with most spirit (patches, extra recess, popscicle drawing)
an idea was proposed that if parents come to flag in spirit wear child will get extra tickets for popscicle drawings
discussed selling spirit wear outside of school to help make it more viable

Dine Out

dine outs are set and calendar is made

Dolphin Dash

Apes will run this event for the 2016/2017 school year

Holiday Shop

same company who will be doing the carnival will run the holiday shop
the company will give us 25% off games for carnival if we use them for both venues (carnival and holiday shop)
this will take place before and after school so teachers will not have to be involved
company will give a bike to the school if we use them for both carnival and holiday shop
bike will be raffled off in a school promotion during the year

Spring Fest

would like new ideas for venue to revamp it

Positions that need to be filled for 2016/2017

PTO:
historian v2
popscicle coordinator
office toner recycler
mother-son football coordinator
hospitality organizer
new comer/welcomer to LCM coordinator
coffee chat coffee maker
grant writer (at home job)
corporate matching organizer

Halloween Carnival:
haunted house actor coordinator
prop/decorations
bake sale coordinator
silent auction chair
advertisement chair
games chair
decorating committee
ride coordinator

Passive Fundraising

Dolphin Dash

in lieu of this we are trying a new thing called dolphin partners
dolphin partners will give us certain vendors all year long instead of just one week
there will be a link to the vendors on school website and added to the PTO newsletter
hoping to get in place before back to school so it can be promoted then
Debbie and Cindy recommended to do an agreement with vendors with a certain buy in and % back to LCM
Megan was possibly thinking of trying to keep with LCM family businesses
Vicki recommended to try not to get duplicate vendors and maybe say 1st 2 companies to reply get in
Vicki also recommended to put at the bottom that LCM does not endorse the vendors
discussed that after November 2016, maybe adding a second tier to it with a directory

Amazon Smiles

we need to make sure teachers have their wish list under Amazon smiles and not just amazon

Communications

PTO newsletter will come out 3x a year; September, January and April
on our school website our calendar is in 3 places, Jennifer feels it is in too many places and will ask her district contact to help with ideas to clean this up
Kay updated everyone on the calendar and e-mail notifications

Art

PTO will fund an art teacher for 2016/2017 school year
art docents will most likely support the art teacher
2nd week of August they will be having a meeting to finalize details of the art program
tentative art docent meeting is September 8th at 6-8am
silver graphics dates have been submitted and art due date is October 10th
art show will be during open house

Activities

budget looks good and nothing to add at this time

Other information

Discussed dates that PTO needs to be present at school functions. Will schedule another meeting in August to set dates and have a dry run for back to school.
Discussed video presentation that Cindy and Vicki made. Caren suggested showing it in the classrooms at back to school night instead of the cafeteria to get a wider audience.
Questioned how budget needs to be presented and if showing video in classroom was acceptable. Nothing specific was noted in bylaws on this.
Cindy handed out PTO badges for 2016/2017 school year. The badges are only to be worn at PTO functions. If you are volunteering in the classroom, please make sure to sign in at the office.
PTO meetings will be held the 3rd Thursday of every month.
November 2016 PTO meeting will be moved from the 17th to the 10th due to Parent/Teacher conference schedule.
Vicki and Cindy discussed have a positive attitude and wants to have a welcoming/good vibe with our PTO.

Lori moves to adjourn the meeting at 1:50pm

Jennifer 2nd the motion, all board members approved and the budget meeting was adjourned.

