

J.R. Briggs Elementary School PTA

jrb-pta.org

General Membership Meeting

March 11, 2020 @ 6:30pm

SIGN-IN SHEET

<u>NAME</u>	<u>MEMBER?</u>
<input checked="" type="checkbox"/> Jason Stanton, President	Y N
<input checked="" type="checkbox"/> Michelle Parkinson, Vice-President	Y N
<input checked="" type="checkbox"/> Tiffani Sell, Secretary	Y N
<input checked="" type="checkbox"/> Greg Belkin, Treasurer	Y N
<input checked="" type="checkbox"/> Nat North, Principal	Y N
<input type="checkbox"/> Jen Lilley, Vice-Principal	Y N
1. <input checked="" type="checkbox"/> Elizabeth Brankham	Y N
2. <input checked="" type="checkbox"/> Karen Vire	Y N
3. <input checked="" type="checkbox"/> Becky Allen	Y N
4. <input checked="" type="checkbox"/> Melissa Basslett	Y N
5. <input checked="" type="checkbox"/> Veronica Meneses	Y N
6. <input checked="" type="checkbox"/> Kellie A Robidoux	Y N
7. <input checked="" type="checkbox"/> Ryan Monaghan	Y N
8. <input checked="" type="checkbox"/> Dely Fleck	Y N
9. _____	Y N
10. _____	Y N
11. _____	Y N
12. _____	Y N
13. _____	Y N
14. _____	Y N
15. _____	Y N
16. _____	Y N
17. _____	Y N
18. _____	Y N

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General Membership Meeting
March 11, 2020 @ 6:30pm

President: Jason Stanton

Vice President: Michelle Parkinson

Treasurer: Greg Belkin

Secretary: Tiffani Sell

Meeting Called at 6:36 PM

Opening Remarks

- Jason Stanton, President, thanked everyone for taking their time to attend the meeting. We appreciate you taking the time to join us!

Principal's Report

- 100th day of school
- Made it through Valentine's day without candy and had fun
- Calendar raffle drawings are a blast
- Read across america week was awesome

Secretary's Report

- New Sandwich board was purchased and placed back on the road today.
- Tiffani Sell, Secretary, presented the February 12, 2020 meeting minutes for approval. Minutes were approved as presented.
- Strike "Keeping dedicating prize " under bingo night

Treasurer's Report

- Greg Belkin, Treasurer, presented the treasurer's reporting month February 2020.
 - Not a lot of action in January
 - February had quite a lot of activity
 - Dance profit from \$1815.00
 - Ending Balance \$8,779.17
 - One note that Jason and Greg will need to look into dance night numbers
 - Treasurer's report was approved and accepted as presented

Administrative Matters

- Yearbook
 - Tiffani Sell will chair the project. Michelle Parkinson and Jason Stanton will assist.
 - The office staff (Ms. Paula and Mrs. Pilsbury) have stepped up to help and are amazing!
 - Will be providing a list of 5th grade purchased April 1 and April 15th to Mrs. Lilley and Mr. North - to help nudge parents and fill in missing gaps.
 - The Yearbook is 75% completed
 - Structure set

- Staff and students are in place
 - Everyone has been contacted and assigned deadlines
 - Things still needed:
 - Grade and event candids
 - Baby pictures - deadline April 13th
 - Missing Students and staff
 - Dedications
 - Kates Page info - in which this years book is dedicated
 - 5th grade memory - need to follow up with 5th grade teachers
 - Cover contest pages - will have by April 1
 - Important change:
 - Increased pages from 60 to 66
 - We will need to pay the difference for pre-paid books of \$51.00
 - The new cost will be \$21.00 for softcover and \$25.95 for Hardcover
 - Increases our profit to scholarship fund by .50 to 1.64
- Boosterthon Fun Run
 - The Boosterthon Fun Run is coming up soon
 - There was a meeting on Friday with the boosterthon folks
 - It will be tail end of MCAs - the schedule works nicely
 - Its an 8 day program
 - beginning with a student prep-rally on Wednesday 5/6
 - Ending with the fun run event of Friday 5/15
 - The run turns out to be about 2 miles
 - Volunteers needed for:
 - Water Tables during fun run on 5/15
 - 5-6 people needed per 2 morning shifts for K-5
 - 1-2 people needed per 2 afternoon shifts for Pre-k AM & PM
 - T-Shirts
 - Fundraising for event T-shirts may be difficult. Many organizations in the area have already been contacted by the school for Ready Set Glow. Any ideas are appreciated.
 - Conservative profit estimates, based on the WES event, suggest a profit of \$20,000 - \$24,000.
- Roll-on America
 - Myriah Zwicker is coordinating this event
 - We added another event on Friday 5/1.
 - November event - 24 attendance
 - Next Scheduled events
 - January 18th (saturday)
 - March 20th (Friday)
 - Total to date in attendance - 36

- We need 70 more paid attendees to meet 125 for the \$1,000.00 donation
- Lyman Orchards Pie and Otis Spunkmeyer Cookie Dough Fundraiser
 - This fundraiser is being run by Melissa Basnett and Elizabeth Branham.
 - Orders will be delivered on 4/2.
 - Total sales \$5265.00
 - It is estimated that the PTA will earn \$2,077.60 for this fundraiser
- Game Night - 3/6
 - Jason Stanton ran this event.
 - Everything Went great. We had about 200 pre-registered and 110 paid at the door. It was our best attendance in several years.
 - Profits are estimated to be almost \$300.
- Bunny Breakfast - 3/28 (8:00am - 11:00am)
 - Jason Stanton (is unhappily) running this event.
 - Volunteers needed for:
 - 1-2 people Pancake flipping Friday Afternoon
 - 1-2 people Organize/setup craft tables (includes Friday setup at 5:30)
 - 1-2 people Organize/stuff eggs and prizes for candy guess
 - 4-6 people Setup on Friday at 5:30
- Classroom “Go-Kits” Funding Request
 - Sgt. Boucher
 - Provided a list of costs and supplies needed for school safety kits
 - Approaching PTA and education foundation
 - It was suggested to approach target and walmart for gift cards or donations
 - Looking for sponsorship for 1 per each classroom
 - Ultimately we would need to make the buckets - 1 per each classroom - approximately 45 buckets need to be made
 - PTA is the first stop
 - Each school will fund independently
 - Once kits are purchased - safety drills, training and reviews are held for teachers on an annual basis. This helps to identify what is missing or what is needed for the new school year’s classroom.
 - The suggestion was made to post in the newsletter or on Facebook to tap into the community support for donations of goods or money
 - Total ask would be \$2,768.85 to assemble all 45 buckets
 - Greg Proposed that \$1500.00 be taken from the mini grant fund reducing the availability to \$4,500 from \$6,000.
 - The motion was made to Fund the Go kits up to \$2,768.85 and passed
- Camp Cody Raffle/Fundraisers
 - Jason was contacted by a representative of Camp Cody. Then indicated that they donate to schools and community organizations in towns that their campers live in. They would like to donate three \$1,750 gift cards for an auction or raffle as a fundraiser. These are non-consignment items and there are no obligations, 100% of the money raised is kept.
 - The parameters are as follows:

- Can be used for boys and girls ages 7-15
 - Only to be used towards the purchase of one 2-week session.
 - No other discounts apply when using this gift card
 - One Gift card allowed per camper
 - Valid for new Camp Cody Families only
 - Session enrollment based on availability. Not applicable for Session 2 (July 5 - July 18) and Session 3 (July 19 - August 1).
 - Valid for Session 1 (June 21 - July 4) or Session 4 (August 2 - August 15)
 - Families will pay a total of \$2,200 to Camp Cody (Sessions are normally \$3,950). A \$500.00 deposit will be due at the time of registration.
- Santa Shop
 - 830 items bought
 - \$1000.00 spent so far
 - Projecting that 3,000 items are needed for each student to purchase 5 items each
 - Will need roughly additional \$2,000.00 to purchase the amount of goods needed
 - Will have a better estimate for next meeting what amount will be available
- Next Events
 - Roll On America - 3/20
 - Bunny Breakfast - 3/28
- Next Meeting - Wednesday April 8th, 2020

Open Forum

- STEAM Night - requesting additional \$325.00 funds - A motion was made and passed

Closing Remarks

- Ashburnham Wine & Spirits gift card giveaway - Becky Allen was the big winner!!!

Meeting Adjourned at 7:56 PM

JR Briggs PTA 2019-2020 Profit and Loss: February 2020

For the March 2020 PTA Meeting

February 1, 2020 Account Balance: \$7,492.93

February 29, 2020 Account Balance: \$8,779.17

February 2020 Income: \$5,084.92 February 2020 Debts: \$3,798.68

Name	Proposed 2019 2020 Budget	Current Spend	Current Income	Remaining Budget	Result
<i>Events w Expected Cost</i>					
Bingo Night	\$ 150.00	\$ 52.36	\$ 533.00	\$ -	\$ 480.64
Boosterthon	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -
Box Tops	\$ 125.00	\$ 31.74	\$ 828.30	\$ -	\$ 796.56
Bunny Breakfast	\$ 1,750.00	\$ -	\$ -	\$ -	\$ -
Dance Event	\$ 1,400.00	\$ 2,323.00	\$ 4,138.00	\$ -	\$ 1,815.00
Games Event	\$ 1,200.00	\$ -	\$ -	\$ -	\$ -
Holiday Gift Cards	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -
Holiday Goods Shop	\$ 2,000.00	\$ 91.05	\$ -	\$ -	\$ -
Mini Grants	\$ 6,000.00	\$ 792.45	\$ -	\$ 5,207.56	N/A
Misc.	\$ 700.00	\$ 381.69		\$ 318.31	N/A
Movie Night	\$ 400.00	\$ 296.85	\$ 533.50	\$ -	\$ 236.65
PTO Software	\$ 250.00	\$ -	\$ -	\$ -	N/A
Ready Set Glow Night	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -
School Supply Initiative	\$ 2,000.00	\$ 1,507.18	\$ -	\$ -	\$ (1,507.18)
Staff Appreciation Day	\$ 350.00	\$ 1,123.50	\$ 90.00	\$ -	\$ (1,033.50)
Website Maintenance	\$ 200.00	\$ -	\$ -	\$ -	N/A
Yearbook	\$ 200.00	\$ -	\$ -	\$ -	\$ -
<i>Income-Only Activities</i>					
Amazon Fundraiser	N/A	N/A	\$ 12.77	\$ -	\$ 12.77
Bank Interest	N/A	N/A	\$ 1.40	\$ -	\$ 1.40
BJS Fundraiser	N/A	N/A	\$ -	\$ -	\$ -
Clothing Donation Bin	N/A	N/A	\$ 158.75	\$ -	\$ 158.75
Coupon Fundraiser	N/A	N/A	\$ -	\$ -	\$ -
Dues	N/A	N/A	\$ 105.00	\$ -	\$ 105.00
JRB Apparel	N/A	N/A	\$ 75.50	\$ -	\$ 75.50
TOTAL:	\$ 19,725.00	\$ 7,599.82	\$ 6,476.22	\$ 5,525.87	\$ 1,141.59