



Graden Elementary School
8804 MO-45, Parkville, MO 64152
(816) 359-4340

Graden Elementary PTA Minutes

Meeting called by: Jolayne Gorman

Attendees: Courtney Bishop, Mary Carrier, Vanna Easley, Kristina English, Jessica Freels, Jolayne Gorman, Erin Hladik, Heather Nelson, Erica Scott, Courtney Stirewalt, Maggie Wright, Brenda B, Lindsay

The meeting was called to order on August 3, 2020 by PTA President Jolayne Gorman at 6:30pm. Welcome and introductions followed.

Treasurer Report (Mary Carrier)

- The following documents were discussed and/or emailed to PTA members
 - FY19-20
 - Board Financial Report (Fiscal Year End)
 - FY19-20 Annual Treasurer's Report
 - Annual Financial Review
 - Financial reports for FY2020-2021
 - FY2020-2021 Budget PTA
 - PTA FY2020-2021 Treasurer's Budget Memo
- This year the PTA has a negative budget beginning this school year
- The PTA has a good cash balance and ended last year (2019-2020) with \$20,111.50 with no outstanding checks or deposits
- Most of the school assemblies have been prepaid for this school year
- Insurance and dues will remain the same as last year
- Teacher Classroom Supply Request remains at \$150/request
- PTA disbursed \$4,700 to teachers last school year supply request
- Back to school student supplies (convenience advance purchase of supplies for parents that opt in) and student back packs was budgeted at \$400
- Yearbooks were budgeted a revenue of \$2,500 (expect monies to be received for this line item)
- Hospitality Teacher Appreciation Week budgeted at \$3,500
 - \$1,500 will be disbursed in the Fall
 - \$2,000 will be disbursed in the Spring
- Fall Carnival will NOT take place this due to the COVID-19 pandemic
 - Mary and Jolayne budgeted a positive and negative to offset each for the Carnival expense so expenditures can match revenue
 - \$1,000 expense was budgeted to pay the Carnival deposit for the 2022 school year
- Read-A-Thon (school-wide fundraiser)
 - Hopeful this fundraising event will take place March 2021
 - Budgeted the revenue for the Read-A-Thon to be the same as last year
- Special Interest Budget
 - Most Special Interest have been paid, although, currently owe \$2,726 for 2020-2021 school year
 - Budgeted another \$700
 - Two assemblies will be set up
 - One Assembly will use funds from an Assembly that was cancelled last school year
- Outside Events (away from school events)

- Outside Events was budgeted lower as revenue has been collected on these events
 - Last year, the PTA collected \$1,757 only \$750 revenue was budgeted due to COVID-19 (it may not be until January before schools can have outside events again)
 - Special Request
 - Leader in Me invoice of \$3,500 will be paid by the PTA for the 2020-2021 school year, since Graden was no able to have their annual golfing fundraiser, due to COVID-19 restrictions
 - Vanna Easley offered a recent update that may impact the FY2020-2021 budget (see Vanna's update below)
 - Treasure Mary Carrier propose
 - The budget is balanced
 - Keep the revenue at \$30,450
 - Lower the expenditures of (to balance the budget)
 - Special Interest Assemblies to \$2,500
 - Lower the Leader in Me to \$2,500
 - Approve the budget to be balanced at \$30,450 revenue/expenditure for a balanced budget
 - Erin Hladik made a Motion to approve the balance budget with lowering the expenditures of the Special Interest Assemblies and the Leader in Me line items to be added back in the future when requested. Motion seconded by Jessica Freels. All in attendance approve Motion.
 - Annual Financial Review for 2019-2020 Audit was audited, approved, and signed by Maggie Wright, Tara Garcia and Jessica Freels on August 3rd and approved at the PTA Board Meeting
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Principal Update (Vanna Easley)

Vanna Easley offered a recent update that may impact the FY2020-2021 budget.

- School start date has changed to Tuesday, September 8, 2020
 - There will NOT be any School Assemblies or Early Release days this calendar school year
 - There has not been any communication with the Leader in Me team regarding offerings for this school year due to COVID-19 restrictions. Vanna will follow up with the Leader in Me team to determine if our school will receive full benefits of the program or if there will be any adjustments due to COVID-19. If the programming will be less for this school year there may be an adjustment to the pay out to the Leader in Me organization. We will keep and on-line presence for \$1,000. Vann will work with Leader in Me team to determine if any professional development will take place before submitting full payment of \$3,500.
 - Even with the current climate of COVID-19 the school staff will look to find creative ways to engage students in lieu of programs that will not take place this school year
 - Graden staff will try to keep as many Graden traditions as they can
 - Online students will have a Graden teacher for the first semester to keep them connected with the school community
 - Summer school went well as reported by students and staff even though COVID-19 is a factor
 - School staff will openly communicate any COVID-19 issues with students and families while keeping privacy held in the strictest confidence
 - Welcome Back Newsletter will be distributed this week to families and will include information about Kindergarten Orientation and the Back-to-School Bash
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PTA President Update (Jolayne Gorman)

- Jolayne Gorman reported PTA meetings will be held virtual via Zoom on the second Monday of each month at 630pm
- PTA Memberships will be \$10/individual memberships (increase from last year), \$50 for business membership and \$5 for teacher membership starting this year
- Teachers that request classroom supply funding are required to be a PTA member
- Ways to join Graden PTA:
 - Mail signed PTA Membership form and fees to Graden
 - Send signed PTA Membership form and fess to school with child

- Jolayne will create Back to School packets to include PTA membership details for families
- Graden PTA newsletter (Smores) will include information about the PTA and membership
- PTA members encourage teachers to please reach out to the PTA if any support or resources is needed
- Obstacles for fundraising for this school year include:
 - No Visitors
 - No Class Parties
 - No Recitals
 - No Talent Shows
 - Encourage parents to attend PTA meetings and consider additional ways to fundraise due to the changes for this school year due to COVID-19
 - Consider creating classroom sponsorships for fundraising
 - Encourage parents to participate in the PTA
- Ensure all PTA members are on the PTA email distribution list
- Future PTA zoom meetings will be emailed from Graden and included in the school newsletter

Additional Information

Next Zoom Meeting: Monday, September 14, 2020 at 6:30pm

Meeting Adjourned by: Jolayne Gorman at 7:29 pm and Submitted by Erica Scott Recording Secretary

