

**Arrowhead Elementary PTA 6.10.5
General Membership Meeting
May 12, 2020**

Call to Order and Welcome

The Zoom meeting was called to order at 6:30pm by President Lisa Hodgson. Notice was given, and a quorum was present. Attendance was taken via Zoom Chat. Membership Present: Lisa Hodgson, Heather Boyle, Ashley Plessas, Eric Rohr, Jennie Blockhus, Troy Domke, Zona Kavanaugh, Amanda Stephen, Kristin Bailey, Rebecca Raney, Amy Thompson, JoJo Elder, Jenny Wang, Scott Barstow, Jessica Clayton, Valencia Carroll, Paula Wilson, Tiana Bourn, Beth Delescavage, Gail Bromell, Kim Callahan, Dana Day, Ruth Elim, Alma Howe, Maggie Ryneanson, Kirsten Hough and Karen Ciubotariu.

PTA Business

- Approval of February 2020 General Meeting Minutes.
 - **MOTION: Jenny Wang made a motion to approve the February Meeting Minutes as published on the Arrowhead PTA website. Motion was seconded and approved.**
- Election of 2020-2021 Officers. President Lisa Hodgson asked the Nomination Committee (Kirsten Hough, Ravina Boeckler and Jennie Blockhus) to present the election of officers to the general membership as submitted on 4/2/2020. Secretary Jennie Blockhus reads Article 5, Section 6 from the WSPTA Uniform Bylaws. Nominating Committee representative Kirsten Hough offers the following nominations to floor
 - President: Heather Boyle
 - Vice-President: Ashley Plessas
 - Treasurer: Jessica Clayton
 - Secretary: Gail Bromell

No other nominations were presented from the floor. Per WSPTA Uniform Bylaws Section 6, if only one candidate is nominated for an office, the candidate shall be declared elected. The membership unanimously elected the slate of 2020-2021 Arrowhead PTA Officers and all nominees are declared elected. Congratulations Officers.

- Treasurer Eric Rohr presented the financial status report comparing our spending/earnings since July 2019 with our projected budget for 2019-2020. Eric highlighted that spending has ceased due to the pandemic and earnings that were projected from the Spring Fundraiser and committee events are not needed to close out the school year. Budget report attached on pages 3 and 4.
- Treasurer Eric Rohr presented the Proposed 2020-2021 Budget (attached page 5 and 6) This budget was reviewed by the executive board and was presented to the membership for approval. Anticipating a pandemic related shortfall next school year, the fundraising annual goal was reduced. A line item covering costs and income from the 2019-2020 school year that could not be submitted due to Covid19 was added. This budget includes opportunities to provide additional services to the school and community next year as needed. This plan includes a carry-over balance for 2021-2022 of \$38,502.
 - **MOTION: Eric Rohr made a motion to have the PTA approve the budget proposal for the 2020-2021 school year. Motion was seconded.**
 - Zoom Chat Ballot Vote was conducted; 26 Yeas, 0 Nays
 - **2020 -2021 Budget is approved by General Membership.**

General Meeting Business

- Treasurer Eric Rohr presented 5th grade Celebration proposal with the input from a team of 5th grade parents, Principal Bailey, 5th Grade Teacher Representatives and the Executive Team.
 - Video Compilation (*no cost to PTA*) Parent Volunteers –Jason Williams, Beth Delescavage
 - Yearbooks for every 5th grader (*Cost -\$255*)
 - Yearbook Insert Digital File (*no cost to PTA*) – Parent Volunteer – *needed*

- Middle School First Day Rally Tunnel (*no cost to PTA*) – Permission from NMS and collaboration with feeder elementary schools needed.
 - Community Serve Day/5th grade Reunion (*Cost -\$750*) Parent Volunteer –Sabrina Sadler
 - Challenge Spinner Coins (*Cost -\$750*) Parent Volunteer –Troy Domke
 - Teacher Parade (*no cost to PTA*) Due to FERPA concerns, student addresses must be accessed only by Arrowhead staff. Parade route cannot be created by a parent volunteer.
 - **MOTION: Eric Rohr made a motion to approve the following activities acknowledging Arrowhead Elementary 5th grade Class of 2020: a video compilation of students and staff messages, a yearbook insert, a rally to welcome the students to the middle school, and an end of year teacher parade. In addition, all 5th grade students will receive a yearbook at a PTA cost of \$255, and a custom designed Spinning Challenge Coin at a PTA cost \$750. To cover these two activities a reallocation of funds from the Science Experience (Science-A-Float) grant would be moved to the 5th grade Event Proposal. Lastly, a Fall reunion with expenses not to exceed \$750 dollars and would be paid by a new line item created in next year's budget. Motion was seconded.**
 - Zoom Chat Ballot Vote was conducted; 15 Yeas, 0 Nays
 - **Motion was approved by General Membership.**
- Open Chair positions were presented by Vice President, Heather Boyle. Positions need for next year include Highlights/Facebook, Student Enrichment Committee Chair, Staff Appreciation. Maggie Rynearson volunteered for Staff Appreciation Chair. Thank you, Maggie.
 - President, Lisa Hodgson presented the Awards of Excellence.
 - Golden Acorn Award (Recognizes a school or community volunteer in recognition of his/her dedication and service to children and youth.
 - Rebecca Raney
 - Sumaya Harrison
 - Ravina Boeckler
 - Jennie Blockhus
 - Eric Rohr
 - Outstanding Advocate Award Recognizes an individual for his/her statewide advocacy and commitment in helping to create strong policies relating to the health, welfare, safety and education of children and youth.
 - Kristin Bailey
 - Honorary Life Membership Award (Recognizes an individual who has contributed significantly to the development, growth and sustainability of the PTA. It is awarded to someone who has shown extraordinary commitment to the PTA's vision and mission.)
 - Danielle and Robert Knight

Congratulations and Thank You to all Award Winners. Thank you for your leadership and your service to Arrowhead.

Words from Principal Bailey

Arrowhead will be sending out any new information as it is received. We are still waiting for information regarding picking up classroom belongings and the learning environment beginning in the fall. The last day of school is June 19th.

Upcoming Events

May

- 25th – *No School – Memorial Day.*

June

- 19th – Last Day of School

Adjournment

The meeting was adjourned at 7:43 pm

Arrowhead Elementary PTA FY 2019
Income and Expense Compared to Annual Budget
07/01/2019 - 03/31/2020

Income Producing Committees	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Art Auction	-	\$2,300.00	-	-\$1,200.00	-	\$1,100.00	-\$1,100.00
Carnival	-	\$3,000.00	-\$5.21	-\$2,800.00	-\$5.21	\$200.00	-\$205.21
Donation	\$2,600.54	\$200.00	-	-	\$2,600.54	\$200.00	\$2,400.54
Fall Fundraiser	\$30,006.90	\$21,000.00	-\$168.30	-\$500.00	\$29,838.60	\$20,500.00	\$9,338.60
Interest Income	\$35.51	\$40.00	-	-	\$35.51	\$40.00	-\$4.49
Missoula Children's Theater	\$5,177.90	\$4,000.00	-\$4,062.50	-\$4,500.00	\$1,115.40	-\$500.00	\$1,615.40
Pancake Breakfast	-	\$1,500.00	-\$140.00	-\$1,500.00	-\$140.00	-	-\$140.00
PTA Membership	\$4,135.00	\$3,500.00	-\$3,188.00	-\$3,500.00	\$947.00	-	\$947.00
School Dance - Fall	\$724.80	\$750.00	-\$730.25	-\$750.00	-\$5.45	-	-\$5.45
School Dance - Spring	-	\$750.00	-\$345.00	-\$750.00	-\$345.00	-	-\$345.00
Spring Fundraiser	\$478.17	\$15,000.00	-\$450.00	-\$500.00	\$28.17	\$14,500.00	-\$14,471.83
Income Producing Committees Totals	\$43,158.82	\$52,040.00	-\$9,089.26	-\$16,000.00	\$34,069.56	\$36,040.00	-\$1,970.44

Non-Income Producing Committee and Events	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Arrowhead Reads	-	-	-	-\$2,000.00	-	-\$2,000.00	\$2,000.00
Art Docent	-	-	-\$1,035.96	-\$1,000.00	-\$1,035.96	-\$1,000.00	-\$35.96
Art Night	-	-	-\$151.23	-\$300.00	-\$151.23	-\$300.00	\$148.77
Authors Fair	-	-	-	-\$750.00	-	-\$750.00	\$750.00
Bank-a-Meal	-	-	-\$700.00	-\$700.00	-\$700.00	-\$700.00	-
BBQ - All school event	-	-	-	-	-	-	-
Care	-	-	-\$300.00	-\$300.00	-\$300.00	-\$300.00	-
Class Staff Funds	-	-	-\$6,281.43	-\$13,000.00	-\$6,281.43	-\$13,000.00	\$6,718.57
Classroom Enrichment	-	-	-\$2,000.00	-\$2,000.00	-\$2,000.00	-\$2,000.00	-
Clay Docent	-	-	-\$365.99	-\$700.00	-\$365.99	-\$700.00	\$334.01
Community Serve Day	-	-	-\$254.66	-\$400.00	-\$254.66	-\$400.00	\$145.34
Directories Expense	-	-	-\$548.10	-\$600.00	-\$548.10	-\$600.00	\$51.90
Emergency Prep Expense	-	-	-	-\$1,000.00	-	-\$1,000.00	\$1,000.00
Getting School Ready	-	-	-	-\$450.00	-	-\$450.00	\$450.00
Health Room Fund	-	-	-	-\$300.00	-	-\$300.00	\$300.00
Hospitality	-	-	-\$69.23	-\$150.00	-\$69.23	-\$150.00	\$80.77
Legislation	-	-	-\$280.00	-\$850.00	-\$280.00	-\$850.00	\$570.00
Multicultural Night	-	-	-\$217.88	-\$250.00	-\$217.88	-\$250.00	\$32.12
Non-Income Producing Committee and Events Totals	\$45,000.00	-	-\$39,752.76	-\$56,988.67	\$5,247.24	-\$56,988.67	\$62,235.91

Non-Income Producing Committee and Events	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Parents and Pastries	-	-	-\$538.59	-\$625.00	-\$538.59	-\$625.00	\$86.41
Popcorn Expense	-	-	-\$450.00	-\$800.00	-\$450.00	-\$800.00	\$350.00
PTA Awards	-	-	-	-\$550.00	-	-\$550.00	\$550.00
Scholarships	-	-	-\$350.00	-\$1,000.00	-\$350.00	-\$1,000.00	\$650.00
Science Experience	-	-	-\$1,100.00	-\$1,100.00	-\$1,100.00	-\$1,100.00	-
Science Fair	-	-	-	-\$750.00	-	-\$750.00	\$750.00
Social & Emotional Health	-	-	-	-\$2,000.00	-	-\$2,000.00	\$2,000.00
Special Services	-	-	-	-\$250.00	-	-\$250.00	\$250.00
Spirit Week	-	-	-	-\$1,000.00	-	-\$1,000.00	\$1,000.00
Staff Appreciation	-	-	-\$718.00	-\$1,500.00	-\$718.00	-\$1,500.00	\$782.00
Student Appreciation	-	-	-\$750.00	-\$750.00	-\$750.00	-\$750.00	-
Student Enrichment (SEC) - restricted funds	\$45,000.00	-	-\$22,996.66	-\$20,713.67	\$22,003.34	-\$20,713.67	\$42,717.01
Talent Show	-	-	-	-\$50.00	-	-\$50.00	\$50.00
Watch D.O.G.S.	-	-	-	-\$550.00	-	-\$550.00	\$550.00
Welcome Back Night	-	-	-\$645.03	-\$600.00	-\$645.03	-\$600.00	-\$45.03
Non-Income Producing Committee and Events Totals	\$45,000.00	-	-\$39,752.76	-\$56,988.67	\$5,247.24	-\$56,988.67	\$62,235.91

PTA Administrative Expenses	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
Bank Fees	-	-	-\$45.00	-\$60.00	-\$45.00	-\$60.00	\$15.00
Communications Expense	-	-	-\$31.74	-\$300.00	-\$31.74	-\$300.00	\$268.26
Credit Card Fees	-	-	-\$403.49	-\$400.00	-\$403.49	-\$400.00	-\$3.49
Other PTA Admin	\$0.67	-	-\$937.01	-\$1,500.00	-\$936.34	-\$1,500.00	\$563.66
PTA Training and Convention	-	-	-	-\$850.00	-	-\$850.00	\$850.00
Technology Expense	-	-	-\$294.30	-\$550.00	-\$294.30	-\$550.00	\$255.70
Voided Checks	-	-	-	-	-	-	-
PTA Administrative Expenses Totals	\$0.67	-	-\$1,711.54	-\$3,660.00	-\$1,710.87	-\$3,660.00	\$1,949.13

Grand Totals	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
	\$88,159.49	\$52,040.00	-\$50,553.56	-\$76,648.67	\$37,605.93	-\$24,608.67	\$62,214.60

Arrowhead Elementary PTA FY 2020 Budget Report

Funds available at beginning of financial year (07/01/2020)			\$0.00
Income Producing Committees	Budgeted Income	Budgeted Expenses	Budget Net
Art Auction	\$2,300.00	-\$1,200.00	\$1,100.00
Carnival	\$3,000.00	-\$2,800.00	\$200.00
Donation	\$400.00	-	\$400.00
Fall Fundraiser	\$22,000.00	-\$400.00	\$21,600.00
Interest Income	\$40.00	-	\$40.00
Missoula Children's Theater	\$4,500.00	-\$5,000.00	-\$500.00
Pancake Breakfast	\$1,200.00	-\$1,500.00	-\$300.00
PTA Membership	\$3,500.00	-\$3,500.00	-
School Dance - Fall	\$800.00	-\$800.00	-
School Dance - Spring	\$800.00	-\$800.00	-
Spring Fundraiser	\$10,000.00	-\$400.00	\$9,600.00
Income Producing Committees Totals	\$48,540.00	-\$16,400.00	\$32,140.00
Non-Income Producing Committee and Events	Budgeted Income	Budgeted Expenses	Budget Net
Arrowhead Reads (Equity Books)	-	-\$2,000.00	-\$2,000.00
Art Docent	-	-\$1,200.00	-\$1,200.00
Art Night	-	-\$300.00	-\$300.00
Authors Fair	-	-\$750.00	-\$750.00
Bank-a-Meal	-	-\$700.00	-\$700.00
BBQ - All school event	-	-	-
Care	-	-\$300.00	-\$300.00
Class Staff Funds	-	-\$13,000.00	-\$13,000.00
Classroom Enrichment	-	-\$2,000.00	-\$2,000.00
Clay Docent	-	-\$800.00	-\$800.00
Community Serve Day	-	-\$400.00	-\$400.00
Directories Expense	-	-\$600.00	-\$600.00
Emergency Prep Expense	-	-\$1,000.00	-\$1,000.00
Health Room Fund	-	-\$300.00	-\$300.00
Hospitality	-	-\$150.00	-\$150.00
Legislation	-	-\$850.00	-\$850.00
Multicultural Night	-	-\$250.00	-\$250.00
Parents and Pastries	-	-\$625.00	-\$625.00
Popcorn Expense	-	-\$800.00	-\$800.00
PTA Awards	-	-\$550.00	-\$550.00
Non-Income Producing Committee and Events Totals	-	-\$85,342.01	-\$85,342.01

Non-Income Producing Committee and Events	Budgeted Income	Budgeted Expenses	Budget Net
Scholarships	-	-\$1,000.00	-\$1,000.00
Science-A-Float	-	-\$1,100.00	-\$1,100.00
Science Fair	-	-\$750.00	-\$750.00
Social & Emotional Health	-	-\$500.00	-\$500.00
Special Services	-	-\$250.00	-\$250.00
Spirit Week	-	-\$1,000.00	-\$1,000.00
Staff Appreciation	-	-\$1,800.00	-\$1,800.00
Student Appreciation	-	-\$750.00	-\$750.00
Student Enrichment (SEC) - restricted funds	-	-\$49,117.01	-\$49,117.01
Talent Show	-	-\$50.00	-\$50.00
Watch D.O.G.S.	-	-\$550.00	-\$550.00
Welcome Back Night	-	-\$600.00	-\$600.00
Makerspace	-	-\$100.00	-\$100.00
Summer Play Dates	-	-\$200.00	-\$200.00
Movie Night	-	-\$1,000.00	-\$1,000.00
Non-Income Producing Committee and Events Totals	-	-\$85,342.01	-\$85,342.01
PTA Administrative Expenses	Budgeted Income	Budgeted Expenses	Budget Net
Bank Fees	-	-\$60.00	-\$60.00
Communications Expense	-	-\$300.00	-\$300.00
Credit Card Fees	-	-\$400.00	-\$400.00
Other PTA Admin	-	-\$2,000.00	-\$2,000.00
PTA Training and Convention	-	-\$850.00	-\$850.00
Technology Expense	-	-\$750.00	-\$750.00
Voided Checks	-	-	-
2019/2020 Outstanding Income/Expenses due to Covid19	\$200.00	-\$3,000.00	-\$2,800.00
PTA Administrative Expenses Totals	\$200.00	-\$7,360.00	-\$7,160.00
Grand Totals			
	\$48,740.00	-\$109,102.01	-\$60,362.01
Projected bank balance if on budget			-\$60,362.01