

SWES PTA GENERAL MINUTES

Southwest Elementary School - High Point, NC

Date: April 25, 2023, at 6:30p | Virtual Meeting called to order by Rachana Prabhu

In Attendance

Rachana Prabhu	Brandi Franks-Odeh	Ellison Cooper	Emily Barnes	Krisi Moore	Casey Lloyd
Erik Garland	Shaunda Menke	Christie Graves	Jenna Schaefer		

Board

- Rachana Prabhu called this special meeting to order via virtual conference

New Business

- Financial Status at this point
 - Current balance around \$45,000
 - Spice grant has \$900 left
 - Expected Requests remaining this year
 - 3rd grade EOG spend request expected
 - STEM: \$534
 - Website renewal
 - Staff Appreciation: \$2,843
 - Carryover balance necessary
 - \$7,000: originally budgeted to carryover
 - \$3,500 technology request/spend estimated at beginning of 2024 year
 - 3 items still in budget that total \$1,590
 - *At start of 2023 school year, we should budget having at least \$5,000 available for lines 2 and 3 above*
 - Treasurer suggests having at least \$5,000 to rollover as well as \$6,000 for other expenses/appropriated funds
 - Carryover monies can be used for unexpected expenses throughout the rest of the school year
 - Current Balance Breakdown
 - Spice grant: \$900 left
 - Some raised funds still in bank account specifically for this: all has been spent but \$3,725
 - Will need to spend the rest of this amount on the playground since it was initially raised for that purpose
 - Boosterthon: Revenue was \$60,000
 - \$30,000 Vendor expense
 - \$30,000 kept by PTA (\$10,000 more than budgeted)
 - There is no line item on the budget to designate the extra \$10,000 to

- Designing the budget at the first of the year; we need to be sure to designate the monies to specific line items, & with specificity about the amount
 - It is okay to budget for more, however if expenditure exceeds the budget amount, then an additional fund request must be voted on
- **Votes (9 voted via Google Forms and Principal Lloyd voted via text)**
 - **Planners: Vote #1:** \$1,922.46 for 460 books (estimate)
 - Same vendor: books are bilingual
 - Grades 3-5 use these planners frequently
 - Vote #1: Take vote of planner approval to the general membership
 - Voting performed via Google Forms link: Approval unanimous
 - **SEL: Vote #2:** Take vote of SEL spend request of \$15,000 to the general membership (affects the entire school, around 900 students)
 - *Voting performed via Google Forms link: Approval unanimous*
 - **Decodable Books: Vote #3:** Take vote on Decodable Book spend request of \$8,000 to the general membership
 - We are getting a good discount from the vendor for this purchase
 - *Voting performed via Google Forms link: Approval unanimous*
 - **PTO Transition: Vote #4:** Take vote to transition to the PTA to a PTO, to the general membership
 - Voting performed via Google Forms link:
 - *(8 performed via Google Forms and Principal Lloyd voted via text)*
 - Relevant Info
 - Currently on PTA dues, we spend approximately 1% of current expenses
 - Membership revenue is approximately 2% of gross income
 - Regarding a PTA dissolution vote
 - 2/3 or the Board needs to vote in favor of taking the vote to the general membership, where a quorum of members need to vote in favor of this
 - NCPTA must be given 30-day notice of the vote, as well the general membership
 - If dissolved, the balance in PTA account must be given to another PTA in good standing, or to the NCPTA
 - *Final Vote: 4 yays, 6 nays: this vote did not meet the 2/3rds approval required to take the vote to the general membership*

New Business

- The PTA needs teachers and parents alike to become more involved with the PTA's mission
- The structure of the PTA needs to continue to develop, which should improve parent/teacher participation
- Principal Lloyd checked usage reports of the teachers to fine tune how much the technology request needed to be
- Would be a good idea if we could compare the school's budget with the PTA budget so that the PTA could better compliment deficits in the school's budget

Next General Membership Meeting in May: vote on above items as well as the 2023-2024 Executive Board

Meeting Adjourned at 8:00p