

## McCutchanville PTSA Meeting Minutes

September 16, 2024

6:15pm

### PTSA Officers

**Co-Presidents** Kinzy Amos & Lisa Hill

**Vice President** Jennifer Carlisle

**Treasurer** Julie Burczyk

**Secretary** Samantha Jones

Officers Present: All

25 people total in attendance

Item	Discussion
I. Call to Order <ul style="list-style-type: none"><li>Greeting</li><li>Pledge of Allegiance</li><li>Mighty Mustang Shoutout</li></ul>	<ul style="list-style-type: none"><li>Introductions of PTSA officers were made</li><li>Pledge of Allegiance was led by Kinzy Amos</li><li>Shoutouts:<ul style="list-style-type: none"><li>Mrs. Shanks gave a shout out to Fall Fest and Spirit Wear committees</li><li>Kinzy gave Megan a shout out for the Fall Fest signs</li></ul></li></ul>
II. President's Welcome <ul style="list-style-type: none"><li>Welcome Guests</li><li>Approve Agenda</li><li>Approve Minutes</li></ul>	<ul style="list-style-type: none"><li>No guests in attendance</li><li>Approval of Agenda<ul style="list-style-type: none"><li>Jennifer Carlisle motioned to approve agenda</li><li>Amy Woodard seconded</li><li>September Agenda Approved</li></ul></li><li>Approval of minutes<ul style="list-style-type: none"><li>Dave Hollingsworth motion to approve</li><li>Virginia Marsee seconded</li><li>August Minutes Approved</li></ul></li></ul>
III. Guests and Students	<ul style="list-style-type: none"><li>No guests were in attendance</li></ul>
IV. Principal's Report <i>Mrs. Lisa Shanks, Principal</i>	<ul style="list-style-type: none"><li>Please see attached report from Mrs. Shanks</li></ul>
V. Treasurer's Report <i>Julie Burczyk, Treasurer</i>	<ul style="list-style-type: none"><li>Please see attached Treasurer's Report</li></ul>
VI. Membership Report <ul style="list-style-type: none"><li>Drive Results</li></ul>	<ul style="list-style-type: none"><li>253 active members</li><li>PTSA Area Council Membership Cards</li><li>Membership Drive Winning Classrooms</li></ul>

	<ul style="list-style-type: none"> <li>○ K- Matthews</li> <li>○ 1- Woodard</li> <li>○ 2- Greathouse</li> <li>○ 3- Dugger</li> <li>○ 4- Mrs. Carey</li> <li>○ 5- Mrs. Barton</li> <li>○ 6- Mrs. Matheson</li> </ul>
<p>VII. Committee Report</p> <ul style="list-style-type: none"> <li>● Fall Fest</li> <li>● Spirit Wear</li> <li>● Room Parent</li> <li>● Book Fair</li> <li>● Committee Overview</li> </ul>	<ul style="list-style-type: none"> <li>● Fall Festival <ul style="list-style-type: none"> <li>○ 10 Carnival Games</li> <li>○ Inflatables</li> <li>○ Information on wristbands coming home <ul style="list-style-type: none"> <li>■ \$15 for wristbands <ul style="list-style-type: none"> <li>● If purchased ahead of time, purchasers will be entered into a special raffle</li> </ul> </li> </ul> </li> <li>○ Extra purchase tickets available for: <ul style="list-style-type: none"> <li>■ Cake Walk- sign up genius for donations</li> <li>■ Craft</li> </ul> </li> <li>○ Raffle update-Jennifer <ul style="list-style-type: none"> <li>■ Items coming in for baskets</li> </ul> </li> <li>○ Food Trucks- <ul style="list-style-type: none"> <li>■ 5 confirmed, possibly six</li> </ul> </li> </ul> </li> <li>● Spirit Wear <ul style="list-style-type: none"> <li>○ New drop coming before Fall break!</li> </ul> </li> <li>● Room Parent <ul style="list-style-type: none"> <li>○ Information has gone out to selected room parents</li> </ul> </li> <li>● Book Fair <ul style="list-style-type: none"> <li>○ Volunteer committee coming soon</li> </ul> </li> </ul>
VIII. Other Business	<ul style="list-style-type: none"> <li>● Volunteer Expectations</li> </ul>
IX. Calendar Review	<ul style="list-style-type: none"> <li>● September 29th: 12:00-3:00pm Fall Fest</li> <li>● October 2nd: No school, Asynchronous Learning Day</li> <li>● October 14th-18th: No school, Fall Break</li> <li>● October 21st: Virtual PTSA Meeting 6:15</li> <li>● October 24th Family Book Fair Night 5-7</li> </ul>
XII. Q&A with MCC and PTSA	<ul style="list-style-type: none"> <li>● Area Council: <ul style="list-style-type: none"> <li>○ Books from the area council PTSA coming in the beginning of October</li> <li>○ PTSA Founders Day</li> </ul> </li> <li>● Q: Is there a free bracelet for Fall Fest Volunteers? A: No <ul style="list-style-type: none"> <li>○ Some games/activities will be available for free/nowristband</li> </ul> </li> </ul>

Dave Hollingsworth motioned to dismiss, Nate Denning seconded

Meeting adjourned at 7:16

IV. August 2024 Principal's Report  
*Mrs. Lisa Shanks, Principal*

- I. Students are in the beginning stages of WINN/What I Need Now Periods so students are getting that additional dose of reading support meeting them where they are to fill in their gaps of learning. We have also began our Multi-Tiered Systems of Support meetings where we are looking at individual student needs and making sure that we are synergizing to provide the best support possible to each child. NWEA Window for our interim testing has taken place. The ILearn Checkpoint is our new interim testing for gr. 3-6 and that takes place in November.
- II. Thank you to everyone for their help with our fundraiser. We have extended our fundraiser by two days. We will conclude it this Friday instead of this Wednesday. As always, we appreciate the support!!
- III. The PTSA has been doing a great job and we are gearing up for their biggest fundraiser of the year, our fall fest. We appreciate the hard work that they are doing along with the support from our parents in assisting in the ways that they can to support our Mustang students, staff, and families. I believe that they still have needs for items to be sent in, roles, etc.

9/23— **Hat's Off to Success**— Hat Day

9/24—**Shine Bright!**— Neon

9/25—**Follow Your Dreams**—Pajama Day

9/26—**Future Day**— Wear something to represent your future: career, high school, college, military , sports

9/27—**World Tour**— Wear something to rock your school day— Rockstar, tourist, rock t-shirts

We will have spirit days coming up the week prior to the fall fest as we promote the fall fest along with College Go Week! Be watching for those days to come out in the near future so you can plan ahead. We try to do simple things in order to be all inclusive.

- IV. Honors Flight is coming up on October 5th, we have students creating cards/letters and want to extend this to you as a family activity. They are due this Thursday so if you would like to do so as a family, please drop them off or send them in marked so the teacher's know to turn them in to the office by Thursday. Mrs. O'Brien is collecting the mail to turn in.
- V. Weekday Christian Education started today for third and fourth graders. We have 57 total participating. Thanks to Marti Racster and Laurie Wright from First Christian Church along with the Price's from one of our other local churches. They are all assisting in facilitating this program this year.
- VI. We are in mid-season of volleyball. We will be starting basketball in the near future along with cheerleading –be watching for that information at the end of September-beginning of October.
- VII. Battle of the Books has recently started for gr. 4 & 5. Chess is being organized and info will come out a little sooner this year.

***Please make sure that you use the colored dismissal form and sign off on it each day. We ask you to do this the night before each day so that you are fully aware of your child's dismissal for the next day.***

- VIII. Class Parties— Dates were all chosen so parties can be held outside. Due to fire code and safety, we have to limit the numbers inside in classrooms; therefore, if it has to be held inside then we will only be able to allow those adults who have a role in carrying out a responsibility.

**Fun Facilitator, Materials Organizer, Celebration Communicator, Lead Roomparents**

THE GREATEST GIFT THAT YOU CAN GIVE YOUR CHILD'S TEACHER AND OUR STAFF IS TO TAKE TIME TO READ OUR WRITTEN COMMUNICATION. 😊 Staff puts a lot of time and effort into their communication. When someone reaches out without reading it, they are taking the time away from that adult to take care of a need from a child which could be our own child. Please help us this year by calling for assistance *after* you have taken the time to read that regular method of communication. *After reading the communication, please reach out with any questions that you may still have and need clarification on.* We appreciate your partnership with us to best support all of our children.

V. Treasurer's Report  
Julie Burczyk, Treasurer

Account Number	Account Name	July Total	August Total		Total Year End Expenses
4991	1st Grade Funds	\$ -	\$ -		\$ -
4992	2nd Grade Funds	\$ -	\$ -		\$ -
4993	3rd Grade Funds	\$ -	\$ -		\$ -
4994	4th Grade Funds	\$ -	\$ -		\$ -
4995	5th Grade Funds	\$ -	\$ -		\$ -
5301	6th Grade Celebration	\$ -	\$ -		\$ -
4996	6th Grade Funds	\$ -	\$ -		\$ -
4101	Birthday Book Club	\$ -	\$ -		\$ -
4102	Concessions	\$ 250.00	\$ -		\$ 250.00
5302	Council Dues and Insurance	\$ -	\$ -		\$ -
4107	Fall and Spring Events	\$ 374.37	\$ 286.28		\$ 660.65
0	Family Engagement	\$ -	\$ 50.00		\$ 50.00
4106	Field Day	\$ -	\$ -		\$ -
5304	Founder's Day	\$ -	\$ -		\$ -
4103	Friday Treats	\$ -	\$ -		\$ -
4201	Fundraising and Give Backs	\$ -	\$ -		\$ -
5305	Gifts to School	\$ -	\$ 139.00		\$ 139.00
4990	Kindergarten Funds	\$ -	\$ -		\$ -
4203	Membership	\$ -	\$ -		\$ -
5311	Mustang Missions	\$ -	\$ -		\$ -
5331	Nurse	\$ -	\$ 10.00		\$ 10.00
5312	Officers Expenses	\$ -	\$ -		\$ -
5313	Open House Expenses	\$ -	\$ -		\$ -
5432	Planned Starting Balance	\$ -	\$ -		\$ -
4202	Rebates-Box tops, Coke rewards, Zeidlers, Schnucks, Escrips, Ama	\$ -	\$ -		\$ -
4110	Spirit Wear	\$ -	\$ -		\$ -
4111	Spooky Trail and BookFair	\$ -	\$ -		\$ -
5316	Staff Appreciation	\$ 31.92	\$ -		\$ 31.92
5111	Student Appreciation	\$ -	\$ -		\$ -
4108	Supply Box Sale	\$ -	\$ -		\$ -
5320	Teacher Grants	\$ -	\$ 212.84		\$ 212.84
4113	Testing Treats	\$ -	\$ -		\$ -
5920	Transaction Fees	\$ 39.60	\$ 243.80		\$ 283.40
5324	Year End Pizza Party	\$ -	\$ -		\$ -
<b>Total</b>		<b>\$ 695.89</b>	<b>\$ 941.92</b>		<b>\$ 1,637.81</b>

Account Number	Account Name	July Total	August Total	Total Year End Income
4991	1st Grade Funds	\$ -	\$ 120.00	\$ 120.00
4992	2nd Grade Funds	\$ -	\$ 100.00	\$ 100.00
4993	3rd Grade Funds	\$ 10.00	\$ 140.00	\$ 150.00
4994	4th Grade Funds	\$ -	\$ 100.00	\$ 100.00
4995	5th Grade Funds	\$ -	\$ 120.00	\$ 120.00
5301	6th Grade Celebration	\$ -	\$ -	\$ -
4996	6th Grade Funds	\$ 20.00	\$ 90.00	\$ 110.00
4101	Birthday Book Club	\$ 18.00	\$ 140.00	\$ 158.00
4102	Concessions	\$ -	\$ 2.00	\$ 2.00
5302	Council Dues and Insurance	\$ -	\$ -	\$ -
4107	Fall and Spring Events	\$ -	\$ -	\$ -
0	Family Engagement	\$ -	\$ -	\$ -
4106	Field Day	\$ -	\$ -	\$ -
5304	Founder's Day	\$ -	\$ -	\$ -
4103	Friday Treats	\$ 120.00	\$ 2,340.00	\$ 2,460.00
4201	Fundraising and Give Backs	\$ 385.05	\$ 290.83	\$ 675.88
5305	Gifts to School	\$ -	\$ -	\$ -
4990	Kindergarten Funds	\$ 30.00	\$ 140.00	\$ 170.00
4203	Membership	\$ 120.00	\$ 2,280.00	\$ 2,400.00
5311	Mustang Missions	\$ -	\$ -	\$ -
5331	Nurse	\$ -	\$ -	\$ -
5312	Officers Expenses	\$ -	\$ -	\$ -
5313	Open House Expenses	\$ -	\$ -	\$ -
5432	Planned Starting Balance	\$ 5,117.28	\$ -	\$ 5,117.28
4202	Rebates-Box tops, Coke rewards, Zeidlers, Schnucks, Escrips, Ama	\$ -	\$ -	\$ -
4110	Spirit Wear	\$ -	\$ 2,070.00	\$ 2,070.00
4111	Spooky Trail and BookFair	\$ -	\$ -	\$ -
5316	Staff Appreciation	\$ -	\$ -	\$ -
5111	Student Appreciation	\$ -	\$ -	\$ -
4108	Supply Box Sale	\$ -	\$ -	\$ -
5320	Teacher Grants	\$ -	\$ -	\$ -
4113	Testing Treats	\$ -	\$ -	\$ -
5920	Transaction Fees	\$ 149.99	\$ -	\$ 149.99
5324	Year End Pizza Party	\$ -	\$ -	\$ -
<b>Totals</b>		<b>\$ 5,970.32</b>	<b>\$ 7,932.83</b>	<b>\$ 13,903.15</b>

Current checking balance	\$12,265.34	Income Budget	Actual Income	Actual Expense	Balance
Current savings balance	\$95.00	\$60,000.00	\$13,903.15	\$1,637.81	\$12,265.34

BUDGET				ACTUALS		
Account Number & Name	Sum of Estimated Income	Sum of Estimated Expense	Sum of Estimated Balance	Sum of Current Income	Sum of Current Expense	Sum of Current Balance
1st Grade Funds	\$ -	\$ -	\$ -	\$ 120.00	\$ -	\$ 120.00
2nd Grade Funds	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ 100.00
3rd Grade Funds	\$ -	\$ -	\$ -	\$ 150.00	\$ -	\$ 150.00
4th Grade Funds	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ 100.00
5th Grade Funds	\$ -	\$ -	\$ -	\$ 120.00	\$ -	\$ 120.00
6th Grade Celebration	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -
6th Grade Funds	\$ -	\$ -	\$ -	\$ 110.00	\$ -	\$ 110.00
Birthday Book Club	\$ 300.00	\$ 300.00	\$ -	\$ 158.00	\$ -	\$ 158.00
Concessions	\$ 1,800.00	\$ 1,500.00	\$ 300.00	\$ 2.00	\$ 250.00	\$ (248.00)
Council Dues and Insurance	\$ -	\$ 305.00	\$ (305.00)	\$ -	\$ -	\$ -
Fall and Spring Events	\$ 14,250.00	\$ 8,250.00	\$ 6,000.00	\$ -	\$ 660.65	\$ (660.65)
Family Engagement	\$ -	\$ 1,250.00	\$ (1,250.00)	\$ -	\$ 50.00	\$ (50.00)
Field Day	\$ 6,000.00	\$ 6,500.00	\$ (500.00)	\$ -	\$ -	\$ -
Founder's Day	\$ -	\$ 200.00	\$ (200.00)	\$ -	\$ -	\$ -
Friday Treats	\$ 7,000.00	\$ 2,500.00	\$ 4,500.00	\$ 2,460.00	\$ -	\$ 2,460.00
Fundraising and Give Backs	\$ 6,000.00	\$ -	\$ 6,000.00	\$ 675.88	\$ -	\$ 675.88
Gifts to School	\$ -	\$ 2,500.00	\$ (2,500.00)	\$ -	\$ 139.00	\$ (139.00)
Kindergarten Funds	\$ -	\$ -	\$ -	\$ 170.00	\$ -	\$ 170.00
Membership	\$ 2,500.00	\$ 2,250.00	\$ 250.00	\$ 2,400.00	\$ -	\$ 2,400.00
Mustang Missions	\$ -	\$ 200.00	\$ (200.00)	\$ -	\$ -	\$ -
Nurse	\$ -	\$ 400.00	\$ (400.00)	\$ -	\$ 10.00	\$ (10.00)
Officers Expenses	\$ -	\$ 250.00	\$ (250.00)	\$ -	\$ -	\$ -
Open House Expenses	\$ -	\$ 150.00	\$ (150.00)	\$ -	\$ -	\$ -
Planned Starting Balance	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,117.28	\$ -	\$ 5,117.28
Rebates-Box tops, Coke rewards, Zeidlers, Schnucks, Escrips, Ama	\$ 50.00	\$ -	\$ 50.00	\$ -	\$ -	\$ -
Spirit Wear	\$ 10,000.00	\$ 7,500.00	\$ 2,500.00	\$ 2,070.00	\$ -	\$ 2,070.00
Spooky Trail and BookFair	\$ -	\$ 750.00	\$ (750.00)	\$ -	\$ -	\$ -
Staff Appreciation	\$ -	\$ 1,500.00	\$ (1,500.00)	\$ -	\$ 31.92	\$ (31.92)
Student Appreciation	\$ -	\$ 3,000.00	\$ (3,000.00)	\$ -	\$ -	\$ -
Supply Box Sale	\$ 3,100.00	\$ -	\$ 3,100.00	\$ -	\$ -	\$ -
Teacher Grants	\$ -	\$ 4,800.00	\$ (4,800.00)	\$ -	\$ 212.84	\$ (212.84)
Testing Treats	\$ -	\$ 500.00	\$ (500.00)	\$ -	\$ -	\$ -
Transaction Fees	\$ -	\$ 800.00	\$ (800.00)	\$ 149.99	\$ 283.40	\$ (133.41)
Year End Pizza Party	\$ -	\$ 2,000.00	\$ (2,000.00)	\$ -	\$ -	\$ -
<b>Grand Total</b>	<b>\$ 60,000.00</b>	<b>\$ 51,405.00</b>	<b>\$ 8,595.00</b>	<b>\$ 13,903.15</b>	<b>\$ 1,637.81</b>	<b>\$ 12,265.34</b>