

Pacific Trails Middle School
General Association PTSA Meeting
And Coffee with the Principal
Date: Friday, September 14, 2018
Time: 8:30AM
Where: Learning Commons

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Approval of Minutes from March 2017 General Association Meeting. No minutes from the May General Association meeting due to lack of quorum
- IV. A. Programs/Fundraiser (Approval)
B. 2018-2019 Budget (Approval)
- V. Treasurer's Report
A. Treasurer's Report (Approval)
B. Budget to Actual (Review)
- V. New Business
A. Membership, Legacy Leaf & Tech Drive update
B. Homeroom Membership Contest
- VI. Adjournment

**Coffee with the Principal will follow the
PTSA meeting.**

<https://docs.google.com/presentation/d/1Q22Jb7ZIEbOe7Gy17Ba6vlyB83Y7A1fzIq78hh2ZAX0/edit?usp=sharing>

Friday, March 9, 2018

Pacific Trails Middle School PTSA

General Association Meeting & Coffee with the Principal, PTMS Learning Commons

Attendees: Please see attached attendance sheet

Marie Vaughn, President, called the General Association meeting of the Pacific Trails Middle School PTSA to order at 8:35 am.

Approval of Minutes:

- Minutes from the September 19, 2017 and January 12, 2018 GA meetings were reviewed and approved as written.

Treasurer's Report:

- The December 2017 Financial Report was reviewed. Kim Klekotka motioned to approve the report. Michele Macosky seconded the motion. **MOTION CARRIED.**
- The January 2018 Financial Report was reviewed. Kim Klekotka motioned to approve the report. Michele Macosky seconded the motion. **MOTION CARRIED.**

New Business:

- Slate of Nominees for 2018-2019 PTSA Board
 - The Slate of Nominees for the 2018-2019 PTSA Board was reviewed. Kim Klekotka motioned to approve the list. Scot Endres seconded that motion. **MOTION CARRIED.**

List of Slate Nominees for 2018-2019 PTSA Board

President - Marie Vaughn
Executive Vice President - Scott Endres
1st Vice President and Volunteer Coordinator - Shu Fan
2nd Vice President and Membership Chair - Lynn Gottesman
3rd Vice President and Health and Safety Chair - Ken Song
Auditor - Janice Madan
Financial Secretary - Joyce Liu
Historian - Keren Benmoshe
Legislation - Li Wang
Recording Secretary - Debbie Sigal
Treasurer - Eva Yang
Parliamentarian (Appointed)- Michele Macosky

Meeting adjourned at 8:47 am.

Programs and Fundraisers for 2018-2019

Programs

8th Grade Promotion
Assemblies
Campus Beautification
Dads Club
Disaster Preparedness
Garden Club
Homeroom Enrichment
Homework Club
Hospitality
Hygiene Pantry
Math League
Mini Grants
National History Day
Orientation
Parent Education & Forums
Pi Day
Principal's Discretionary100
Red Ribbon Week
Reflections
Science Olympiad
Spelling Bee
Spirit Day
Staff/Teacher Appreciation
Staff/Teacher Appreciation Week
STEM
Student Agendas
"Wolf Pack" Organization

Possible fundraisers:

Passive Income (food trucks, CV 5K, Escrip, Amazon Smile)
Legacy Leaf
Math League
Science Olympiad
Technology Drive

Budget 2018-2019

Income

Administration

Interest Income	\$10
Membership Dues	\$8000

Fundraisers

Legacy Leaf	\$15,500
Food Trucks	\$100
Technology Drive	\$11,000

Programs

Math League	\$2,000
Science Olympiad	\$16,500
PTSA Programs	\$7,000
8 th Grade Promotion	\$750

Non-Unit Income

Pass-through Income	\$2520
---------------------	--------

Total Income **\$63,380.00**

Expense

Administration

Bank Charges & Fees	\$20
Campus Beautification	\$250
Charitable Trust	\$20
Council Assessment	\$20
Conference	\$100
Historian Book	\$100
Hospitality	\$500
Membership Drive Contest	\$300
Membership Expense (magnets)	\$550
Postage & Supplies	\$100
Printing & Photocopying	\$100
PTSA Insurance	\$230
Software & Web Based Programs	\$320
MySchoolAnywhere	\$500
Tax Prep	\$300

Taxes & Fees \$100

Fundraisers

Legacy Leaf	\$7,000
Technology Drive	\$11,000

Programs

8 th Grade Promotion	\$750
Assemblies	\$2,000
Disaster Prep	\$300
Employee Recognitions	\$100
Garden Club	\$200
Geography Bee	\$200
Home Room Enrichment	\$500
Homework Club	\$3,000
Hygiene Pantry	\$300
Math League	\$1800
Mini Grants	\$4,800
Music and Art	\$200
Orientation	\$400
Parent Education & Forums	\$1,000
Pi Day	\$600
Principal Discretionary	\$1,800
Red Ribbon Week	\$600
Reflections	\$100
Science Olympiad	\$16,500
Spelling Bee	\$300
Spirit Day	\$300
Staff/Teacher Appreciation	\$300
Staff/Teacher Appreciation Week	\$1,000
STEM	\$500
Student Agendas	\$1500
"WolfPack" Organization	\$300

Non-Unit Income

Pass-through Income (Membership dues)	\$2520
---------------------------------------	--------

Total Expense **\$63,380.00**

Cash Reserve Carryover **\$15,000**

Date	Type	Number	Description	Amount	Totals
PACIFIC TRAILS MIDDLE SCHOOL PTSA Checking					
Balance On Hand 7/1/2018					\$ 57,245.96
Deposited Income					
08/13/2018	DEPOSIT		Amazon Passive Income	\$ 24.07	
08/17/2018	DEPOSIT		Deposit (Tech Dr/Membership/Legacy Leaf)	1,635.00	
08/29/2018	DEPOSIT		Square	60.13	
				TOTAL	<u>\$ 1,719.20</u>
Total Deposits					\$ 1,719.20
Checks					
08/01/2018	CHECK	1298	One Stone Apparel, Staff T-shirts	\$ 577.69	
08/01/2018	CHECK	1299	Amazing Quest, 2018-19 Team Building: 2 checks, #1299 for deposit, #1300 for balance	550.00	
08/01/2018	CHECK	1300	Amazing Quest, 2018-19 Team Building: 2 checks, #1299 for deposit, #1300 for balance	580.00	
08/08/2018	CHECK	1301	San Dieguito Union High School District, San Dieguito Union High School District, May 2018 hours & Materials & Supplies (Homework Club)	400.98	
				TOTAL	<u>\$ 2,108.67</u>
Total Disbursements					\$ 2,108.67
Balance On Hand 8/31/2018					\$ 56,856.49
Other Information					

Budget to Actual
From July 1, 2018 to June 30, 2019

	Actual	Budget	Difference
Cash Balance Forward	\$ 57,245.98		
Income			
Administration			
Interest	\$ 0.00	\$ 10.00	\$ (10.00)
Membership Dues	5,196.98	8,000.00	(2,803.02)
Fundraisers			
Legacy Leaf	12,207.97	15,500.00	(3,292.03)
Passive (Food Trucks, eScrip)	24.07	100.00	(75.93)
Technology Drive	7,037.47	11,000.00	(3,962.53)
Programs			
8th Grade Promotion	0.00	750.00	(750.00)
Math League	145.45	2,000.00	(1,854.55)
PTSA Programs	2,503.47	7,000.00	(4,496.53)
Science Olympiad	72.63	16,500.00	(16,427.37)
Non-Unit Income			
Membership Dues Pass-Thru Income	0.00	2,520.00	(2,520.00)
Total Income	\$ 27,188.04	\$ 63,380.00	\$ (36,191.96)

Expense

	Actual	Budget	Difference
Administration			
Bank Charges & Fees	\$ 0.00	\$ 20.00	\$ (20.00)
Campus Beautification	0.00	250.00	(250.00)
Charitable Trust	0.00	20.00	(20.00)
Conference	0.00	100.00	(100.00)
Council Assessment	0.00	20.00	(20.00)
Historian Book	0.00	100.00	(100.00)
Hospitality Expense	0.00	500.00	(500.00)
Membership Drive Contest	0.00	300.00	(300.00)
Membership Expense	0.00	550.00	(550.00)
Postage & Supplies	0.00	100.00	(100.00)
Printing & Photocopying	0.00	100.00	(100.00)
PTSA Insurance	0.00	230.00	(230.00)
Software and Web Based Program	289.00	320.00	(31.00)
Tax Preparation	0.00	300.00	(300.00)
Taxes & Fees	0.00	100.00	(100.00)
Fundraisers			
Legacy Path	0.00	7,000.00	(7,000.00)
Technology Drive 2017-2018	0.00	11,000.00	(11,000.00)
Programs			
8th Grade Promotion	0.00	750.00	(750.00)
Assemblies	0.00	2,000.00	(2,000.00)
Disaster Preparedness	0.00	300.00	(300.00)
Employee Recognitions	0.00	100.00	(100.00)
Garden Club	0.00	200.00	(200.00)
Home Room Enrichment	0.00	500.00	(500.00)
Homework Club	400.98	3,000.00	(2,599.02)
Hygiene Pantry	0.00	300.00	(300.00)

Budget to Actual
From July 1, 2018 to June 30, 2019

	Actual	Budget	Difference
Math League	45.22	1,800.00	(1,754.78)
Mini Grants	0.00	4,800.00	(4,800.00)
Music & Art	0.00	200.00	(200.00)
MySchoolAnywhere	0.00	500.00	(500.00)
National History Day	0.00	200.00	(200.00)
Orientation	0.00	400.00	(400.00)
Parent Education and Forums	0.00	1,000.00	(1,000.00)
PI Day	0.00	600.00	(600.00)
Principal Discretionary	1,707.69	1,800.00	(92.31)
Red Ribbon Week	0.00	600.00	(600.00)
Reflections	0.00	100.00	(100.00)
Science Olympiad	179.71	16,500.00	(16,320.29)
Spelling Bee	0.00	300.00	(300.00)
Spirit Day	0.00	300.00	(300.00)
Staff/Teacher Appreciation	14.98	300.00	(285.02)
Staff/Teacher Appreciation Week	0.00	1,000.00	(1,000.00)
STEM	0.00	500.00	(500.00)
Student Agendas	0.00	1,500.00	(1,500.00)
Wolf Pack Organization	0.00	300.00	(300.00)
Non-Unit Expense			
Membership Dues Pass-through Expense	0.00	2,520.00	(2,520.00)
Total Expense	\$ 2,637.58	\$ 63,380.00	\$ (60,742.42)
Net Gain or Loss	\$ 24,550.46	\$ 0.00	\$ 24,550.46
Total Balance	\$ 81,796.42		