

AGENDA

Penryn PTC

Date | time 11/8/2016 8:45 AM | **Meeting called to order by** DEVIN BRITTAIN

Board Members

Devin Brittain, President

Jessika Buzzard, Vice-President

Mary Gardner-Vitalie, Treasurer

Darcie Stratton, Secretary

Danielle Easterly, Coordinator

Christy Cisneros, Room mom coordinator

Time	Item	Owner
8:45	Welcome	Devin
8:46	Approve Minutes	Darcie
8:47	Festival Follow-up <ul style="list-style-type: none">loved the new setup plan, will keep for next year. Ideal for rain or shine.costume contest: keep at post office but rope off designated areas with signage. Maybe have students gather across from post office and take in groups to line up. Also consider by category instead of by class? Will revisit before next year's eventmade notes on adjustments to food inventory to ensure enoughwill need to go back to asking parents to work booth shifts, DO students not entirely reliable; I will ask for Penryn alumni and DO student volunteers for next year to help with food booths and attractions onlyTrunk or Treat--mark stall locations for better placement of trunks; maybe have designated people handing out candy along the way?; invite local clubs like boy scouts and 4H to contribute a trunkdate of event suggestions -- weekend before or after halloween? Unanimous to keep it the weekend before halloween	Devin
9:08	Panera Fundraiser <ul style="list-style-type: none">Next Thursday, Nov 17th 4:00-8:00have to show flyer on mobile device or paper flyer for order to countwe get up to 15-25% depending on how many flyers we turn in for orders	Devin

Manda Run:

- Sunday, November 20th
- 5k and half marathon open to participate in
- Our school has won the last 4 years. As of Oct 31st we are in 4th place. Please sign up! We get bragging rights and the MandaCup for another year.

9:13**Barnes and Noble Book Fair :****Devin**

- December 3rd is the in-store event.
- Online is December 1st - 4th.
- There will be a gift wrapping station, treats, hot chocolate, and special teacher/ principal guests.
- The code for our school is on our website, app or flyers. When checking out, make sure to enter the code for our school so we will get credit.
- We will need sign ups for the gift wrapping station.
- Info will go out after Thanksgiving break

9:18**Principal's Report:****Cara Alfonso**

- Coming to the end of the quarter.
- October/November are long education months and busy time for teachers. We are leading into parent/teacher conferences.
- It's important for the parents to be involved. Knowing what's going on in the classroom and being able to ask the questions of what's going on in the class and helping build that foundation. K, 1, and 2 are vital years and important for parents to be involved.
- Leading into the Christmas holidays and it becomes crazy. Try as a parent to keep as much of a routine as possible for the kids. Sleep is so important and the right amount for kids is super important.
- LBEF it is their busy time of their year. Mandarun is a very community support event but the holiday home tour is right behind it on December 10th. Fun to see the homes. Our Penryn family, the Kaufman family, will be on tour. There is an art contest for the kids to enter in. Important for our school to represent with the artwork as our art teacher is funded by the LBEF monies we receive.
- Penryn was recognized for the PBIS and was 1 of 15 out of hundreds that were chosen.

9:26 **Teacher's Report:** **Joyce Mucher**

- Teachers thank you so much for all of the PTC's help and room parents and parent support. The teachers greatly appreciate it.

9:29 **President's Report:** **Devin**

- Measure passed and the Library/Community center will stay open. They are looking for program coordinator Email friendsloomislibrary@gmail.com.
- Mrs. Mucher suggest each site has a library liaison to attend and connect the schools with the library.
- 3rd grade class wrote a book about the Fun Run with writer's workshop and used something that really happened. Teachers think that everyone should be trained in writer's workshop.
- LCAP survey is currently out. Check out district site to answer

9:31 **Devin/Mary**

Treasurer's Report:

- 9:32
- Devin has the last CPA appt and we have filed taxes on time. This year we did over 50k so it's a longer process. **Devin**
 - Budget is in good standing

New Business:

- Marque: The Sign master seems to be the best bet. We are the only school that does not have one of these. We will have the bill for electricity to get to it too. PTC would front the money but it would eventually pay for itself with birthday messages, etc. Del oro charges \$5 for the messages. 10,575 or 9,995 are the costs for the two we have looked at. Large expense so we will revisit at January meeting after getting more info on installation and placement options
- Water bottles/ Fountain: Maintenance has come out and looked at various areas. The best in the gym is a flush water fountain in the gym that is against the wall. It's filter, refrigerated water. If we do one outside it will be in the quad area. Waiting to hear back where from maintenance. \$15 for our new really nice Penryn Bottles that will help pay for the fountain we are having installed. We understand the one by the playground needs to be redone, but the whole lower area will be replaced and will part of that park project. We will need to maintain the water fountain and if parts break or things need to be fixed, PTC will be in charge of these repairs and we will have a budget item for this. The fountain should be going in around the first of the year of 2017.
- Any other ideas that we would like to look into for our school for spending money? -appearance of the school (paint, etc), teacher's colleges, ac unit, bigger gym. Devin

will look in painting school and discuss teacher professional development; ac/bigger gym are large \$ items

9:30

- Father/Daughter Dance: Saturday January 28th, 6:30-9. DJ is set. Luau theme. Coat check this year. Set up Saturday. Will need dessert donations, and volunteers to help with setup, during the event, and cleanup. Photo booth idea better than someone taking pictures? Darcie will help Devin with signs and invitations. Info will be sent out in January.

Devin

9:45

- Bylaws: Need to be updated. They are very old. Mrs. Mucher, Darcie and Devin will tackle updating

Darcie

Questions/ Follow-up: January 18th next PTC meeting

Adjournment

2016/2017 PENRYN PTC BUDGET

FUNDRAISERS

<i>TYPE</i>	EARNED MONEY PROJECTED	ACCOUNT BALANCE
<i>BOX OF SUPPLIES FOR STUDENTS</i>	500	209.28
<i>FUN RUN</i>	6000	6943.89
<i>BOX TOPS</i>	1000	415.23
<i>PTC MEMBERSHIP</i>	1500	1561.64
<i>FALL FESTIVAL</i>	1500	1902.2
<i>BUCKAROO</i>	15000	1150
<i>GO THE DISTANCE</i>	4500	
<i>RETAIL FUNDRAISING (TARGET, RALEYS, AMAZON, SCHOOL MALL)</i>	1200	237.41
<i>PARENT WORK DEPOSIT</i>	0	200
<i>OPEN HOUSE</i>	200	345
<i>FAMILY BINGO NIGHT</i>	1000	805
<i>RESTAURANTS</i>	750	0

<i>FROZEN IN TIME/YOGURT SHOP</i>	250	139.74
<i>SPIRIT WEAR</i>	500	0
<i>MISC DONATIONS</i>	0	\$0.00
<i>TOTAL FUNDRAISERS</i>	33900	13909.4

EXPENSES

<i>TYPE</i>	BUDGET	CURRENT BALANCE
<i>ASSEMBLIES</i>	1000	0
<i>MORNING MILE</i>	350	0
<i>RECOGNITION CEREMONY : SNACKS</i>	200	0
<i>SPORTS</i>	500	132.14
<i>PTC TEACHER REP SUB</i>	120	0
<i>SAMI CIRCUIT</i>	3400	3400
<i>PTC BOARD INSURANCE</i>	700	702
<i>FATHER/DAUGHTER DANCE, MOTHER/SON EVENT</i>	600	-805
<i>BACK TO SCHOOL BBQ</i>	1500	1637.51
<i>HONOR ROLL BREAKFAST, PINS& PENNENTS</i>	750	0
<i>STAFF APPRECIATION</i>	1000	0
<i>FIELD DAY</i>	2000	0
<i>SCHOLARSHIPS FOR STUDENTS</i>	300	0
<i>CLASSROOM ALLOCATION</i>	2700	2625
<i>PRINCIPLE ALLOCATION</i>	250	171.14
<i>STAFF MEAL ALLOCATION</i>	750	290.73
<i>TEACHER BUCKAROO EVENT FUNDS</i>	550	0
<i>FIELD TRIP BUDGET PER CLASS</i>	2250	2250
<i>MISC FUND FOR TEACHERS PROJECTS/SUPPLY NEEDS</i>	1000	667.65
<i>BUCKAROO PROJECT FUND FOR ROOM MOMS</i>	450	0
<i>TEACHER TRAINING PROGRAMS (BUCKAROO FUNDS)</i>	0	174.28

<i>PTC SUPPLIES</i>	500	435.58
<i>PTC WEBSITE/LAPTOP MAINTENANCE</i>	500	399.44
<i>MOBILE APP</i>	996	0
<i>SCHOOL BEAUTIFICATION</i>	500	0
<i>CPA TAX FEES</i>	300	0
<i>TAXES</i>	0	0
<i>8TH GRADE PROMOTION/DISTRICT GRAD DANCE</i>	1000	575
<i>ART TEACHER</i>	8000	1418.84
<i>ART DOCENT & SUPPLIES</i>	500	364.57
<i>TECHNOLOGY</i>	0	0
<i>STARSTRUCK</i>	1850	0
<i>PO BOX</i>	82	82
<i>MISC</i>	500	238.93
<i>BANK FEES</i>	50	39.9
<i>MISC PAYPAL FEES FROM DONATIONS</i>	50	8.5
<i>TOTAL EXPENSES</i>	35198	14808.2

PROFIT/LOSS

<i>2015/2016 BALANCE</i>	\$31,854.13
<i>TOTAL EARNINGS</i>	13909.4
<i>TOTAL EXPENSES</i>	14808.2
<i>BALANCE</i>	\$30,955.33

HELD ACCOUNTS

	ACCOUNT BALANCE
<i>FIELD TRIPS</i>	958.47
<i>KINDERGARTEN</i>	\$250.00
<i>FIRST</i>	\$250.00
<i>SECOND</i>	\$457.05

<i>THIRD</i>	\$250.00
<i>FOURTH</i>	(\$44.72)
<i>FIFTH</i>	\$255.63
<i>SIXTH</i>	\$741.31
<i>SEVENTH</i>	\$250.00
<i>EIGHTH</i>	\$250.00
<i>YEARBOOK</i>	183.69
<i>LEADERSHIP</i>	1073.82
<i>JH ELECTIVE COORDINATOR</i>	129
<i>LIBRARY</i>	600.28
<i>SPORTS:</i>	11.04
<i>8TH GRADE SUNSPLASH</i>	210
<i>DISTRICT DANCES</i>	195
<i>CROSS COUNTRY/TRACK T-SHIRTS</i>	0
<i>LOCKWOODS QUILTING PROJECT</i>	0
<i>TEACHERS WISH LIST DONATIONS</i>	0
<i>SPORTS PARTICIPATION FEE</i>	1.17
	13419.65
