

AGENDA

Independence Elementary PTA Meeting Agenda

6:00 PM

Carla Buxton, President; Kerri Biesenkamp, VP; Melissa Hosack, Treasurer; Colleen Jesko, Recording Secretary; Amanda Brunton, Corresponding Secretary; Brittany Enders, VP of Fundraising and Promotions (all in attendance)

Welcome - The meeting was called to order at 6:08

Treasurers Report and Approval of this years Budget – approved by Jan Fisher and Tammy Holland . This is attached.

Secretary's Report and Approval of May's Minutes – approved by Bree Malackanich and Courtney Hall

Committee Reports

-Audit (Carla Buxton) was discussed and reviewed. Is attached. Approved by Kerry Pinchotti and Beth Schultz

-Open House (Carla Buxton) – Thursday, September 14th . times attached, sheet was passed around for volunteers.

-Charm Necklaces (Carla Buxton) – They were used last year for 1st to 4th grade for AR incentives. This year, they will be used as well for those grades for that but also for the whole school for holiday parties and teachers were encouraged to use their room allotment money for their classroom. Other committees may use their funds to also purchase them for the kids.

-Book Fair (Kerri Biesenkamp) – Will occur on September 12, 13 and 14th. Sheet sent around for volunteers. Also need volunteers on Open House night to work and clean up! Last year we profited over \$4,000 on Book Fair!!

-Fundraising NATR & Paint Nite (Brittany Enders & Bree Malackanich) Brittany talked about huge upcoming fundraiser of Night at the Races. See attached flyer. She does need parents to sell tickets and help work the night. Bree talked about Paint night with Artsy Doodle on September 22nd at Raccoon Firehall. Need at least 25 ppl to participate and we had exceeded that at the meeting. If you are still interested in going or have friends/family that want to attend, feel free to register.

-HomeRoom Parent, SpiritWear, yearbook & STEM Grant (Colleen Jesko) – This year, lead homeroom parents will need to attend 4 PTA meetings. Lead homeroom parent and those helping is scheduled for next PTA meeting, Thursday, October 5th, immediately following PTA meeting. Spiritwear will begin the day of Open House and hopefully, will have items to display to order. We plan to have "flash" sales for Halloween and Christmas this year as well. Colleen applied for \$1,000 STEM grant and will know if we won on September 15th. The money will be used for a STEM mathematics family night. Yearbook will be \$15 this year. Starting January 1st, it will then be \$20. Plan for more pages to showcase more of our students and their groups/classes at Indy. Looking for photographers(s) to take pictures for functions.

-Membership & 4th Grade Send Off (Camille Houy) we have about 30 members registered and hope to be well over 100 at next meeting. All 12 main teachers are free to register this year for the PTA. Also need to turn in confidentiality statements. In regard to 4th grade send off, 4th grade parents will need to start to be organizing and last year's 4th grade donated \$60 that was left over from their fundraising. Additionally, they also bought a "buddy bench" for Mrs. Diehl to place outside on the playground.

-Homecoming Parade (Amanda Brunton) parade to be held on Thursday, September 28th. Line up at 5 pm at the jr high. Parents must accompany their child if want to participate in the parade. Amanda will have the truck and trailer. Child must supply their own candy if they want to toss it. Please wear Hopewell Viking/Independence attire or blue and gold. The parade starts at 6:30.

Calendar of Events

--Open House 9/14 6pm-7:30

- Book Fair 9/12-14

-Kindergarten Fingerprinting 9/19

- PTA Paint Night 9/22 7pm-9

- Homecoming Parade 9/28

- Early Dismissal 9/29 12:15

- PTA Meeting 10/5 6pm

New Business

Snapology – Kerri Beisenkamp has arranged for a Snapology program to come to each classroom in November to replace the Brain Show. Snapology is STEAM activities and they will be able to gear it to each grade appropriately. Although this will not be available for in the evening for parents as the Brain Show has, we will be looking for alternatives (potentially STEM math night).

She also touched on clearances. Clearances now are every five years – Criminal, Child Abuse. FBI prints are only needed if you haven't lived in the state for the past 10 years. If you have lived in PA for 10 or more years, just need to complete the FBI affidavit. Additionally, there is a confidentiality form that must be signed as well.

Thank you - Mrs. Albanese, 2nd grade teacher wanted to thank all those who have attended the school board meetings in an effort for an additional teacher for that grade. The 2nd grade at Indy is the largest out of all three Hopewell elementary schools. They did get an aid, Ms. Junak. Ms. Sittig, 2nd grade teacher, also was very thankful but was unable to come to the meeting.

Adjournment – Winner of the baking basket was Kerry Pinchotti, winner of the free yearbook for their child was Bree Malackanich. Meeting adjourned at 7: 08.



everychild.onevoice.

AUDIT REPORT

Date June 21st, 2017 Fiscal Year 2016
 Name of Unit Independence Elementary PTA IRS EI Number 91-1934363
 Council _____ District PTA _____
 Bank Name Citizen's Bank Account # 2348
 Bank Address 3113 Green Garden Road City/Zip Aliquippa 15001
 Dates covered by this audit July 29th 2016 - June 20th 2017
 Check numbers reviewed in this audit 2832 - 2946

| | | |
|---|--------------|---------------------|
| BALANCE ON HAND at time of last audit <u>7/29/2016</u> (date) | \$ | <u>14,495.60</u> |
| RECEIPTS since last audit | \$ | <u>55,475.99</u> |
| | TOTAL | \$ <u>69,971.59</u> |
| DISBURSEMENTS since last audit | \$ | <u>53,330.42</u> |
| BALANCE ON HAND <u>6/20/2017</u> (date) | \$ | <u>16,641.17</u> |

BANK RECONCILIATION

Last BANK STATEMENT balance 6/20/2017 (date) \$ 17,706.26
 DEPOSITS not yet credited (add to balance) \$ _____
 \$ _____ \$ _____ \$ _____

CHECKS OUTSTANDING (List check number and amount)

2839 \$ 389.09 # 2945 \$ 50.00 # _____ \$ _____
 # 2942 \$ 132.00 # 2946 \$ 494.00 # _____ \$ _____

TOTAL outstanding checks (subtract from balance) \$ 1,065.09
 BALANCE in checking account 6/20/2017 (date) \$ 16,641.17*
 *These lines must balance

I have verified that all tax forms, PTA- and government-required forms have been filed, if required.

The following is all that needs to be read when the auditor's report is given:

I have examined the financial records of the treasurer of MELISSA HOSACK PTA/PTSA and find them

- correct
- substantially correct with the following recommendations
- partially correct more adequate accounting procedures need to be followed so that a more thorough audit report can be given
- incorrect

Audit completed 6/21/17 Auditor's Signature [Signature]
 Audit adopted _____

(Copies: unit president, secretary, and treasurer; council treasurer or auditor and district PTA treasurer or auditor as directed by the district PTA. Attach copy of tax form(s) to next level PTA, if required to file.)

Submit separate report of explanation and recommendations to executive board.
A separate audit form must be completed for each bank account.



HOPEWELL AREA SCHOOL DISTRICT

Michelle M. Miller, Ed.D., Superintendent

MRS. KORRI KANE
PRINCIPAL

MR. ROBERT KARTYCHAK
ASSISTANT PRINCIPAL

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September 1, 2017

Dear Parents/Guardians,

On September 14, 2017 from 6:00-7:30PM, Independence Elementary will host a "Curriculum Night." Parents and Guardians will be welcomed into the building to take part in informational sessions provided by our faculty. Those sessions will center on the changes to the curriculum over the past few years and highlight our district commitment to student engagement and literacy.

Please see the schedule below for our grade level sessions. Hopefully this will allow some flexibility with families who have children in more than one grade, as well as the opportunity to check out the book fair, PTA tables, area clubs and activities who are represented in the cafeteria.

Grade Level Session Times (conducted in your child's homeroom):

Grade One: 6:10-6:25
Grade Two: 6:30-6:45
Grade Three: 6:50-7:05
Grade Four: 7:10-7:30

Kindergarten staff discussed procedures, curriculum, and expectations with parents during orientation. Parents with children in Kindergarten are encouraged to visit those classrooms at any time throughout the evening.

We are very much looking forward to seeing you on September 14th!

Sincerely,

Korri M. Kane
Principal

Robert J. Kartychak
Assistant Principal

Checks and Balances Summer 2017

| | | | | Balance |
|-----------|--|------|-----------|-------------|
| | Starting Balance | | | \$16,641.17 |
| 6/21/2017 | Taylor Publishing Company | 2947 | -\$421.04 | \$16,220.13 |
| 6/21/2017 | Check to Carla Buxton | 2948 | -\$61.03 | \$16,159.10 |
| 6/21/2017 | Check to Tammy Holland | 2949 | -\$50.00 | \$16,109.10 |
| 6/22/2017 | Spirit Wear | | \$70.00 | \$16,179.10 |
| 6/22/2017 | Deposit (\$350 4th Grade Sendoff and \$50 Yearbook) | | \$400.00 | \$16,579.10 |
| 6/26/2017 | Roni Albanese | 2951 | -\$443.89 | \$16,135.21 |
| 7/11/2017 | Check to Melissa Hosack for Printer | 2953 | -\$506.64 | \$15,628.57 |
| 8/17/2017 | Payment to Threadz and Ink for Kindergarten Shirts | | -\$250.00 | \$15,378.57 |
| 8/17/2017 | Apples for the Students Check | | \$476.00 | \$15,854.57 |
| 8/17/2017 | C&S Sports (Little Vikings T-shirts) | | -\$295.00 | \$15,559.57 |
| 8/18/2017 | AIM Upgrade | Visa | -\$57.50 | \$15,502.07 |
| 8/21/2017 | Check to Melissa Hosack for Fundraiser Materials | 2955 | -\$31.96 | \$15,470.11 |
| 8/24/2017 | Check to Brittany Enders for Raffle Tickets | 2956 | -\$108.19 | \$15,361.92 |
| 8/26/2017 | Check to Melissa Hosack for Colored Paper | 2957 | -\$34.95 | \$15,326.97 |
| 8/28/2017 | Check to Camille Houy for Paper for Membership Packets | 2958 | -\$74.35 | \$15,252.62 |
| 8/31/2017 | PayPal Transfer (Memberships and Volunteer T-shirt) | | \$27.41 | \$15,280.03 |

Independence Elementary PTA

2017-2018 Budget

| | | |
|---|----------|--------------|
| 4th Grade Sendoff | \$1,500 | |
| 4th Grade Spelling Bee | \$225 | |
| All School | \$3,000 | |
| AR | \$1,000 | |
| Bank Fees | \$100 | |
| Brain Show/Star Lab <i>Snapology</i> | \$2,500 | |
| Charms | \$500 | |
| Classroom Funds | \$5,000 | \$20 per kid |
| Copies | \$1,500 | |
| Game Night/Craft Night | \$1,000 | |
| Hospitality/Gifts | \$900 | |
| Indy Day | \$1,000 | |
| Insurance | \$325.00 | |
| Music Bus Trip | \$100 | |
| Mrs. Diehl | \$250.00 | |
| Open House | \$100.00 | |
| Rebates | \$250 | |
| Science Fair | \$500 | |
| School Dances | \$2,000 | |
| Teacher Appreciation | \$750.00 | |
| Spirit Wear | \$600 | |
| Story Walk | \$100 | |
| Yearbook | \$2,000 | |
| Veteran's Day | \$250 | |
| | | |
| Total Budget | \$25,450 | |

Overview

- Night at the Races is an event that consist of actual horse racing that's been video tapped and is narrated from start to finish. The videos capture all the suspense and close up action that will allow us to recreate the atmosphere of being at the racetrack.

Goal

- Help raise money for the PTA so that we may continue to give back to our children.

Location

- Raccoon Township Volunteer Fire Department, Saturday, October 28 at 5:30

Volunteers

- Pre NATR
 - **Ticket Sales** - We will have 250 Horse tickets to sell IT'S CRUCIAL THAT WE SELL TICKETS TO PEOPLE THAT WILL COME TO THE EVENT, THIS WILL HELP US RAISE MORE MONEY. SOMEONE THAT IS NOT THERE CAN'T SPEND MORE MONEY
 - **Food** - Working with Beyond Parsley to get the menu perfected Menu is looking like, Chicken, Meatballs, Sausage, Penne Pasta, Salad, Bread, Butter and Desserts (Can add another veggie if there's a big desire)
 - **Dessert** - Is this something Rachel would like to handle by herself? Or should I get more volunteers. It can be simple like two cakes, cookies or pies
 - **Drinks** - Looking to purchase pop for \$0.25/Can (\$6/24 case) Water Bottles from Costco or Sam's
- During Event
 - **Set Up - We will need at least 5-10 volunteers** for setup, this includes set up of chairs, tables, food, raffle and ticket stations
 - Entrance
 - ❖ **Horse Tickets (1 volunteer)** - These will be the tickets that were presold prior to the event. Those that didn't purchase a horse ticket may pay \$10 at the door. \$10 will get them entrance, food, drink and access to purchase raffle and betting tickets
 - ❖ **Betting Tickets (1 volunteer)** - Betting tickets will be sold throughout the night, you have to purchase this ticket prior to betting on the horses
 - ❖ **50/50 Tickets (1-2 volunteers)** - We will sell 50/50 tickets at the entrance as well as around the tables during the event
 - ❖ **Raffle Tickets (1 volunteer)** - raffle tickets will be sold for the first half of the event. Tickets will be pulled during races to switch things up a bit
 - **Bar Tenders (1-2 volunteers)** - Everyone should be over 21 at this event but I still need someone to monitor people getting drinks so things don't get out of hand
 - **Food (1-4 volunteers)** - these volunteers will be needed to make sure everything is kept hot and replenish items.
 - **Betting Windows (10 volunteers)** - I will need ten volunteers to take bets throughout the night, 5 for the first half of the races and 5 for the second half

(THEY WILL NOT WORK THE WHOLE THING) It's extremely easy, they will be given a piece of paper that has numbers on it... all they will have to do is circle what horse the person is betting on. That's it!

- **Elimination Card Game (1-4 volunteers)** - This is a game that goes on during the first and second half of the races. The volunteers will need to walk around to everyone trying to sell cards.
- **Tab Tickets (1-4 volunteers)**, can be the same as the Elimination Card game volunteers) - Volunteers will walk around selling tab tickets to guests for another chance for them to win money
- **Clean Up (5-10 Volunteers)** - volunteers will hope clean up food, takes down tables and chairs and mop the floor

Need to purchase

- Red Tickets - Red tickets will be for 50/50 ----- 3 for \$5 or 10 for \$10
- Blue Tickets - Blue tickets will be for Raffle ---- \$1 each
- White Tickets - Betting tickets ----- 10 tickets for \$20
- Two decks of Cards - Elimination Card Game ---- \$5 per card
- Tab tickets - Trifecta Races ----- \$1 each
- Pop
- Plates
- Napkins
- Silverware
- Cups
- Chips and Pretzels for the table
- Bowls to put chips and pretzels in? Does the fire hall have something?
- Roll of Tablecloth

Raffle Baskets - See if anyone would like to donate any of the items to make baskets

- Wine Basket - Four or more mixed variety
- Liquor Basket - Gin, Grenadine, Jack Daniels, Vodka, Tequila and Rum
- Beer Basket - one big case or beer or a 3-4 different 6 packs
- Lottery Basket - Ten or more scratch off tickets
- Camping Basket - Fire pit, Marshmallows, Graham Crackers, Chocolate, stick, Pie filling, pie irons ect..
- Croc Pot Basket - Croc Pot, Cookbook, tea towel, wine, glasses
- Gardening Basket - Garden hose, pot, seeds, gloves, hose nozzle, garden shovel

- Gas Can and Gas Card Basket - Gas can with \$10-\$20 Gas Card
- BBQ Basket - Grill utensils, table cloth, meat thermometer, McCormick seasoning, BBQ Sauce, ect.
- Bath & Body Works Basket - Variety of lotions, soaps and candles
- Movie Night Basket - School of Rock with a bunch of candy and popcorn
- Candle Basket - Maybe two or three Yankee candles

send us your best **SNAPSHOTS** for the **YEARBOOK**

Yearbook photographers can't be everywhere, so if you've got great photos of school events, or of you and your friends just having fun, please share them with us.

The more photos you share, the better our yearbook will be for everyone!
It's easy; submit your photos today!

The last day to submit photos is March 2018.



TO UPLOAD PHOTOS FROM YOUR MOBILE DEVICE:

- Search for Balfour Image Share in your app marketplace
- Download the app
- Enter our project number 816609 and password *leave it blank

(OPTION: point your web browser to images.balfour.com to upload photos from your computer)

** The yearbook staff will review all photos & determine final yearbook content. We cannot guarantee that all submissions can be used in the book.*

Image Reminders:

- Images should be in JPEG or PNG format, RGB
- Maximum file size is 20MB per image

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