

Mountain View Middle School PTO

Monthly Meeting Minutes

Thursday, October 13, 2022, 6:00 pm

Attendees: Camille Wenger, Janet Butterfield, Jeff Hosenfeld, Natasha Hartley, Katrin Walker, Kelly Loeffler, Lauren Yoder, Rabiya Wajih, Erin Deschane, Paula Derian, Bridgette Parker, Steph Wehnau

The meeting was called to order at 6:05 pm by Camille Wenger.

The September PTO meeting minutes were approved (motioned by Erin Deschane; 2nd by Nicole Wood).

Officers Reports

- Presidents Report – Camille Wenger

Back 2 School Bash was a successful event thanks to all the volunteers. Kona Ice provided a donation of \$371 as part of their profits for the evening. As per the Presidents Meeting, Eagle Copy is seeking a new printing contract, until a new contract is established, PTOs are to use in-building printing machines. The Common-Sense digital literacy program is underway along with Portrait of an Eagle and the Unit Zero curriculum. Executive Board is in need of a secretary replacement.

- Treasurers Report – Janet Butterfield

Back to School Night was under projected budget, with income also earned from Kona Ice. A few receipts are still pending. All subscriptions are paid for the year, including the 501c3 registration for 2022-23. A few teacher reimbursements have been received. There was \$11500 in bank as of end of September. There is an opportunity with Weis to increase donations. This year PTO received \$400 in donations. Scale of people who enroll determines donation amount not sales. A physical bar code is used to enroll new members. The funds are earmarked for incoming 6th grade gym bags.

- Committee Reports

Family Activities – Katrin Walker

Back 2 School Bash was a success with all the food trucks reporting enough sales to meet costs plus some. The Book Swap met the goal of books donated, receiving 343 books resulting in the principle/staff sleeping on the roof. A gift card for Amazon was sent to Ruchi for donating her time and supplies to provide the henna art.

The 2023 Back 2 School bash was discussed with a proposal for a Thursday or Friday night rather than a Wednesday.

- Hospitality – Natasha Hartley

The Hospitality is preparing for the upcoming Halloween event for staff. Donations are being requested in Time to Sign Up, which will be published October 14th. Tuesday, November 15th is the teacher luncheon with a theme to be determined. It was also discussed to have a "Give Thanks" event in November, around 10 people interested. There was discussion and interest in scheduling Virtual Day events for staff. Hospitality Committee will discuss and plan.

- Fund Raising – Camille Wenger

Erin reviewed the 1st draft of the direct donation campaign for this year. She is creating a newsletter to blast to families as well as a letter form on Schoology for students to solicit family/friend donations. Students are being

to do a TV teaser for announcements to keep students engaged. There will be various incentives for students to encourage participation.

- 1) Duct tape a teacher/administrator to a wall
- 2) Ice cream/pie in the face for a teacher/administrator
- 3) Tickets to turn in for ice cream
- 4) \$20,000 –Students will vote for the next incentive among 2 or 3 options. Spending will be limited to \$1-2 per student.
- 5) \$30,000 – A gaga pit in the back courtyard is the goal.

Principals Report – Jeff Hosenfeld

There is now a Weekly Wrap/Summary being issued each Friday that also lists upcoming events. PSSA reports were sent home with students this month. Fall pictures were sent home and retakes are on October 27th, 2022. Old pictures do not have to be returned. October 14, 2022, is the 8th grade trip to Gettysburg. Student Council will be hosting a Spirit Week, the week of the October 24th. A suggestion from Student Council was to host a Spirit Day every Friday. The Team t-shirt graphics are on Schoology for every student to vote on their favorite graphic. A Google doc will come out next week with the winner for each team and the instructions for families to pay on Rev-track. The end of the marking period is in a few weeks with a continued emphasis being placed on behavioral expectations. The tentative date for Cultural Appreciation Night is April 27, 2023, and would like to continue the raffle baskets like last year.

Teacher's report – Kelly Loeffler

Teachers are inquiring about support for executive function lessons, perhaps once per cycle to purchase fidgets for each student as part of the lesson. Can the PTO fund using the mini grant fund? Estimated cost is \$150. Teachers clarifying author visit budget is \$1500 for local Graphic Novelist, Victoria Jamison to visit all grades discussing "When Stars are Scattered".

Unfinished Old Business – Treasurer - Janet Butterfield

The 501c3 paperwork and registration is completed. Currently, working on registering for Amazon Smiles. The PA Tax Exemption certificate and Letter for Donation for anyone who needs it is being created. Currently in progress is setting up PayPal tax exemption and a credit card machine for events. The bank account has been fixed and is now listing our tax exemption status. Canva Pro account will now be free for the PTO due to 501c3 status.

New business – President – Camille Wenger

Scholastic Book Faire will be held the week of December 12, 2022, and volunteers are needed. Time to Sign Up will be sent out closer to the date. The 8th Grade chorus will be singing at Hershey Bears game on March 26, 2002, and Hershey has made tickets open to the entire school. This is a possible mini fund raiser, tentatively to kick off at the Winter Chorus Concert in December. Options to consider are for the PTO to buy a block of tickets so school sits together in a show of spirit or families/students to buy directly from Hershey and pick their own seats. Winter Trivia Night is being scheduled for February 24th (tentative), volunteer list to be sent out for basket raffle, snack shack and other duties.

The next PTO meetings are 11/10/2022 and 12/8/2022.

Meeting was adjourned at 7:01 pm – motioned Katrin Walker and 2nd by Natasha Hartley.

Respectfully submitted by Katrin Walker

Katrin Walker

Secretary for Mountain View PTO 2022-23

Mountain View PTO Budget Report
As of: **5/3/2022**

	<u>Budgeted Profit</u>	<u>Actual Income</u>	<u>Actual Expense</u>	<u>Actual Profit</u>	<u>Profit Variance</u>
Fundraisers & Other Income					
Hershey Park Tickets	\$ 1,000.00	\$ 32,182.15	\$ 26,894.50	\$ 5,287.65	\$ 4,287.65
Scholastic Book Sales	\$ 1,500.00	3,758.47	\$ 2,497.61	\$ 1,260.86	(239.14)
Spirit Wear	\$ 500.00	162.00	\$ -	\$ 162.00	(338.00)
Fundraiser	\$ 12,000.00	7,046.69	n/a	\$ 7,046.69	(4,953.31)
Interest Income	\$ 20.00	2.66	\$ -	\$ 2.66	(17.34)
Miscellaneous Donations	\$ -	1,190.00	n/a	\$ 1,190.00	1,190.00
	\$ 15,020.00	\$ 44,341.97	\$ 29,392.11	\$ 14,949.86	\$ (70.14)

<u>Expense Categories</u>	<u>Budgeted Expenses</u>	<u>Actual Expenses</u>	<u>Variance</u>
Student Support and Activities			
8th Grade Celebration	\$ 1,500.00	\$ -	\$ 1,500.00
Career Day	\$ 50.00	\$ 23.75	\$ 26.25
Honors Party	\$ 400.00	\$ -	\$ 400.00
PE Supplies (Gym Bags)	\$ 1,000.00	\$ 995.00	\$ 5.00
Summer Reading Challenge	\$ 300.00	\$ 223.56	\$ 76.44
New Student Event	\$ 300.00	\$ 300.00	\$ -
Assembly	\$ 1,000.00	\$ 1,000.00	\$ -
	\$ 4,550.00	\$ 2,542.31	\$ 2,007.69
Teacher Support and Appreciation			
Teacher Appreciation Week	\$ 500.00	\$ 368.63	\$ 131.37
Hospitality	\$ 600.00	\$ 212.24	\$ 387.76
Teacher Allocation	80 @ \$50 ea. \$ 4,000.00	\$ 1,818.10	\$ 2,181.90
Teacher Mini Grants	10 @ \$200 ea. \$ 2,000.00	\$ 754.05	\$ 1,245.95
Eagle Foundation - CV Stars	\$ 110.00	\$ 55.00	\$ 55.00
Teacher Retirement	\$ 200.00	\$ -	\$ 200.00
	\$ 7,410.00	\$ 3,208.02	\$ 4,201.98
Other Expenses			
Student Assistance	\$ 200.00	\$ -	\$ 200.00
Family Activities	\$ 300.00	\$ (268.43)	\$ 568.43
Scholarships	\$ 2,000.00	\$ -	\$ 2,000.00
	\$ 2,500.00	\$ (268.43)	\$ 2,768.43
PTO Administration Expenses			
Insurance	\$ 180.00	\$ 180.00	\$ -
Finance Software	\$ 129.00	\$ 129.00	\$ -
Printing	\$ 200.00	\$ 79.55	\$ 120.45
* Subscriptions and Memberships	\$ 1,100.00	\$ 290.86	\$ 809.14
Misc. Expenses	\$ 50.00	\$ 24.90	\$ 25.10
Bank Fees	\$ 25.00	\$ -	\$ 25.00
	\$ 1,684.00	\$ 704.31	\$ 979.69
Expense Total (Excludes Income Categories)	\$ 16,144.00	\$ 6,186.21	\$ 9,957.79
Total Net Income (Loss)	\$ (1,124.00)	\$ 8,763.65	\$ (9,887.65)

*Includes Hershey Park, Spirit Wear, Amazon,Boxtops, Chickfila, and other Income

<u>Account Balances</u>	<u>as of:</u>
Checking	\$ 20,683.18 5/3/2022
Paypal	\$ - 5/3/2022
MountainView School Account	\$ 400.00 5/3/2022
Sam's Gift Card	\$ 300.59 5/3/2022
Total Funds	\$ 21,383.77