

## **Summerlake PTO Special Meeting**

**Topic:** Financial Check-in for the rest of the year

**Date:** 2/20/25

**Time:** 6:31pm

**Location:** Summerlake Elementary Media Center

**Board Roll Call:** Veronica, Amber, Maggie, Maggie, Sara, Katie, Delaine

Not in attendance: Summer, Cate

Number of Members in attendance: 17

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### **I. Welcome and Opening Remarks**

- Introductions
    - Amber, VP teacher appreciation
    - Maggie, VP volunteering
    - Sara, Tres handles money
    - Katie, Sec
    - Summer, Comms
    - Krissy, Teacher Appreciation
    - NEED AUDIT!!!
  - Review of meeting objectives
    - Special meeting (check slide)
  - Reminders of how voting will take place
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### **Treasurer's Update/Budget review**

- Check slide- for exact numbers.
- STEAM Lab still has money available
- Finance report on slide

We are here to reallocate the money from the Spring Dance. Why? We didn't have enough volunteers. It's unfortunate but we are trying to communicate in as many ways as possible.

If you are not receiving emails, please let us know. They DO NOT go to everyone, just members

## **II. Motions to Reallocate Funds from the Spring Dance**

**Motion 1:** Maggie: Move to reallocate \$2,500 from the Spring Dance budget to the Professional Development line item.

Second: Amber

- **Reason for Motion:** The Spring Dance is no longer happening, and funds need to be moved to other line items to reflect current budget needs.
- **Purpose:** Ms. Bender has requested additional funding for a professional development conference, and the current budget does not fully cover the costs. Reallocation of these funds will ensure all attendees' costs are covered.
- **Discussion Points:**
  - Clarification on the conference and its benefits
  - District is working towards prof learning communities. We were going to take a team of 5 but we would like to take 9 to the PLC conference. It helps teachers with planning. Distributive leadership model. It's Rick Dufour. The conference is in Orlando.
  - We currently have \$5000 in the line item. The conference cost's \$7200 so the increase would cover the difference
  - Sara: does the school have funds for this?  
Delaine: We don't have it in the budget.

Call for Vote:

15 yay

2 nays

Motion passes

**Motion 2:** Maggie: Move to reallocate \$1,000 from the Spring Dance budget to the 5th Grade Celebration.

## Second: Katie Baker

- **Reason for Motion:** The Spring Dance funds are being repurposed for other line items to ensure the budget reflects actual spending needs.
- **Purpose:** Due to inflation, the cost of items needed for the 5th Grade Celebration has increased significantly. Additional funds are needed to meet these costs.
- **Discussion Points:**
  - Overview of the 5th Grade Celebration and increased costs. Currently the line item sits at \$6000 for this event. Historically 5<sup>th</sup> grade had fundraised and used spirit night and field trip excess, but that is not the case this year. Also, everything costs more. We are not trying to outdo years' past, we trying to keep the event at the same level each year.
  - Historically we have had bounce houses, activities inside. Photobooth, silent disco, indoor games, lunch etc.
  - We've had a lot of donations in the past, but this year we haven't been able to procure the donations from businesses. They get a t-shirt and a swag bag
  - Layne: Why don't the spirit nights go to classes anymore?  
Sara: this was the decision when the budget to make it more fair between the grade levels
  - Layne: Is \$1000 enough? ?  
Maggie/Fagan: Yes, we did the math from years past and typically around \$550 from other areas so \$1000 will give us enough to cover the difference
  - Layne: I think this event is important.
  - Maggie: We want to keep this tradition and make it special

Call for Vote:

Consent

Motion Carries

## Motion 3: Reallocate \$1,500 to Staff Appreciation

**Motion:** Maggie: Move to reallocate \$1,500 from the Spring Dance budget to the Teacher Appreciation line item.

**Amber:** second

- **Reason for Motion:** The Spring Dance budget needs to be adjusted in line with current spending priorities.
- **Purpose:** Like the 5th Grade Celebration, the Teacher Appreciation committee has encountered increased costs for supplies and gifts. The additional funds will help cover the rising expenses.
- **Discussion Points:**
  - Overview of Teacher Appreciation event costs
  - Not getting donations
  - Trying to provide a great experience for the staff
  - Delaine: We do a first Friday celebration and everyone LOVES it
  - Discussion on the importance of maintaining the event's quality and impact

Call to Vote:

Unanimous

Motion Carries

#### **Motion 4: Reallocate \$6,000 to Classroom Support**

**Motion:** Maggie: Move to reallocate \$6,000 from the Spring Dance budget to be split evenly between all CS designated lines under Classroom Support.

**Second:** Dawn Orlando

- **Reason for Motion:** The Spring Dance funds need to be reassigned to better reflect the current spending priorities.
- **Purpose:** Distribute the funds directly to classrooms, with approximately \$127 per classroom. This will help provide support where it's most needed.
- **Discussion Points:**

- Breakdown of the distribution plan across classrooms”: at the beginning of the year each room started with \$100. With the success of Gatorlympics we were able to add \$50 per classroom.
- Feedback on how these funds will be used in each classroom
- Layne: What does this buy? Fagan: Last year we used money to replenish classroom items, classroom book sets, clip boards
- Fagan: Last year it was \$250 per teacher plus classroom
- Sara: Specials and ESE receive different amounts should

\*\*Motion tabled temporarily to change distribution of funds around\*\*

\*\*\* Redistribution change:

Each Classroom (40) to receive \$100 each

Specials to receive \$425 each

ESE \$300

Maggie: how many classrooms

Delaine: 40 classrooms

Sara: The classrooms haven't spent any money,

Mrs. Pressman: We didn't know that we could spend it. We always got money at the end of the year, so we didn't know. We thought all the fundraiser nights were being totaled first. The specials teachers are new, so they don't have the president.

Delaine: We also need to clarify how staff can spend the money

Mrs. Pressman: In the past we gave our list to the team lead and the team lead submitted as one large request

Sara: In Aug when the budget came out it was designed to be used for the entire grade. You can split it up via classrooms however you need

Veronica: To keep the meeting going we should move forward with this vote and continue with adding more money in a separate motion if requested.

Mrs. Fagan: Can we get updates on how much is available

Sara: Yes, just email me and I'll get items ordered and information to you.

Vote Called:

Unanimous

Motion Carries

**Motion 5: Maggie: Move to create a line item in the 2024-2025 budget for Art and Multicultural Night with \$2000 as the expected expenditure.**

**Second: Amber**

- **Reason for Motion:** This event has grown over the years and requires more funding
- **Purpose:** There is money received from the closure of the axiom bank account \$1831.60 plus \$168.40 all that's in our general account. Not assigned to any line item. This money will go towards adding a DJ, food trucks, educational stations, and more tbd for the event.
- Historically, this has been a smaller event, but we have the money, and it would make the event fun
- Event Date April 18

Vote Called:

-unanimous

Motion Carries

**Motion 6: Maggie: Move to create a line item in the 2024-2025 budget for end of the year yard signs with \$1000 as the expected expenditure.**

**Second: Amber**

- **Reason for Motion:** This is something that the PTO has done every year. A line item needs to be created to keep for financial tracking
  - Every year we do the yard stake signs for 5<sup>th</sup> grade and kindergarten. We sell these as close to cost as possible

Call to Vote:

Unanimous

Motion Carries

**Motion 7: Sara: Move to reallocate \$500 to Mrs. Howell from undeclared future projects under school support**

Amber: second

Discussion no

Vote: unanimous

Motion Carries

**Motion 8: Sara: Move to reallocate from undeclared future projects 500 to kindergarten promotion**

Amber: second

Discussion

Vote: unanimous

Motion Carries

**Motion 9: Sara: Move to reallocate 500 from undeclared future projects to party in the park**

Amber: Second

Discussion: no

Vote: unanimous

Motion Carries

**Motion 10: Sara: Move to remain 1300 from undeclared future projects to the storage unit**

Amber: second

Discussion: Sara: There's no storage available so our hands are tied. This amount will cover the cost of the unit until this board's term is up and the next board can decide what they would like to do

Veronica: Space is so limited

Vote: unanimous

Motion carries

**Motion 11: Maggie: Move to add \$2000 to the classroom support (\$50 per grade level classroom (40))**

Second: Amber

Discussion: This way you have the money now and you can use it however you need

Sara: Just to clarify, we have "end of the year" line for 2900

Delaine: We use that money for water day

David: Where does this money: come from?

Sara: the general bank account

Vote: unanimous

Motion carries

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### III. Open Discussion and Q&A

- Open the floor for questions, feedback, or additional points on the motions
  - Layne: When Sara was talking about the extra money for the STEAM lab can we reallocate that money as well.
  - Veronica: YES! We are still waiting on 3D printers and filament. We took out some storage items so that's why we have extra money. We also have a Spring Carnival on our calendar; however, we aren't sure if we will have time because of the number of things on the calendar. That was \$3000



- Kristy: I'm a room parent and I received the email about the basket and I'm getting a lot of feedback that they are burnt out. I've heard a suggestion to do a grade level basket.
  - Katie: I think that's a great idea. The baskets are not meant to add stress. They are completely voluntary. If you don't have the bandwidth, it's ok to not do one. We have a lot of prizes for the silent auction, but the baskets will add to the fundraising. I have heard the same thing from some parents, but I've also heard that some people are excited to do the baskets.
  - Lara: I think it's ok
  - Kristy: Can we do another email with clarification?
  - Veronica: The auction will be available online to anyone, not just Summerlake parents
  - Delaine: Will clarify with teachers at the next meeting.
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#### **IV. Closing Remarks**

- Recap of the motions and voting process
  - Next meeting is March 27<sup>th</sup>
  - Please consider running for office. You can self-nominate online or from the floor at the meeting.

#### **Motion 12: Maggie: Move to Adjourn**

Second: Amber

- Consent
- Motion Carries

**Meeting Adjourned at 7:41p**