

## PTA Meeting Minutes

---

Attendance: Ellen Schwede, Amber Bunker, Mackenzie Harris, Sarah Atteberry, Jennifer Foth, Alisha Barker, Brian Cole, Lorraine Traugher, Megan Gibbons, Sara Harcourt and Stephanie Cheng

### - Volunteer Opportunities

- We have numerous events coming up that will need volunteers
  - Book Fair
  - Fun Run
  - S.E.P. Dinner for the Teachers
    - For Book Fair and the S.E.P. Dinner, please visit [uintahpta.org](http://uintahpta.org) to sign up to volunteer
    - For Fun Run, there is a map and sign up near the Kiva

### - Budget

- We still need about \$2500 in donations to hit our goal
  - We're hoping to get that by Fun Run next week, so we need to encourage donations!
- Budget is ok otherwise. No notable changes. There is a copy of the budget with these minutes.

### - Fall Festival

- We made about \$682, which is great because we usually try to break even
- We agreed that the outside format was great, as it promoted more socializing, allowed parents to track kids better and cut down on mess inside the school
- There was a good mix of activities, for all ages
- Having it earlier was nice, as the weather was perfect

### - Fun Run

- Fun Run will be held Friday, October 12th @ 8:45 AM
  - The grades will take off in 7 minute waves
    - The grade order will be: K, 1, 2, 3, 6, 5, 4
      - The route map is near the Kiva, as well as a sign up sheet to volunteer
  - There will be a balloon arch, DJ and Otter Pops at the end of the run

### - T-Shirt Update

October 4th, 2018 at 8:30 AM

- The shirts have been ordered and should be finished up this week.
  - We discussed the best method to hand them out to students to wear for Fun Run. Lorraine Traugher suggested handing them out to teachers Thursday and the teachers will hand them out on Friday morning before the run.
- SilverGraphics Keepsake Fundraiser Update
  - We are on schedule
    - The artwork will be sent in next week by October 9th
    - We have artwork for most classes.
    - The order forms will be distributed the first week of November and the items are due to arrive by mid-December
      - We will send out information flyers the last week of October
- Watch D.O.G.S.
  - Liz Harris has the Sign Up Genius up and running for Watch D.O.G.S.
    - There have been people signing up
    - Liz had hoped to run the program, but unfortunately had some issues come up, and will no longer be able to participate, so if anyone would like to take over, let us know!
  - Also, the program does not need to be gender specific—if female family members would like to help out, all are welcome!
- Uintah Goes East Fundraiser
  - This is our holiday fundraiser to help stock the East High School facilities for students that are homeless or in need of assistance
    - Mackenzie Harris, Megan Gibbons and Stephanie Cheng agreed to help organize the fundraiser
    - This year, East is requesting socks, underwear and toiletries instead of food
  - We also discussed an incentive for the fundraiser
    - Last year, the ticket system was too cumbersome, so we discussed a different system
      - We would place collection bins in each classroom, and the student council will count the items. The grade with the highest number will win a class party
- UGO Program
  - Jen Foth was following up on the UGO presentation given at last meeting

October 4th, 2018 at 8:30 AM

- The program is \$5000 to implement the signage and curriculum
  - The PTA was concerned because we are only allowed 2 fundraisers a year
  - We could try to roll in this to fundraising for next year
- Lorraine Traugher, a 6th grade teacher, discussed current safety protocols
  - There is a large booklet with safety procedures placed in each classroom
    - These procedures have been reviewed and numerous drills are run throughout the school year
    - The security cameras are utilized
    - The front doors continue to be locked during the school day
    - There was discussion that we may not need to spend more funds on a safety protocol, since we have protocols in place.
    - A rebuttal to that argument is that the UGO mascot creates recognition in the students, especially younger ones and could make emergency scenarios run smoother, since the kids know to look for the mascot signs and would have additional training in what to do in emergency situations.
  - The PTA held a vote to continue discussions about implementing the UGO program
    - Jen will ask teachers about thoughts and concerns about the program
    - Ken was in support of the program, but also understood reservations about implementing it
    - Fundraising will have to be addressed also to keep Uintah PTA in compliance
    - All voted in favor of continuing the discussion

**Thank you to all who attended! The next PTA meeting will be held November 1st at 8:30 AM in Room 230.**

Uintah Elementary PTA

Current checking account balance 19886.50

2018-2019 Budget

| Income                             | Proposed           | Actual            |
|------------------------------------|--------------------|-------------------|
| Uintah's Portion of PTA Membership | \$ 150.00          | \$ 75.00          |
| Yearbooks                          | \$ 500.00          | \$ -              |
| Shirts                             | \$ 500.00          | \$ 274.43         |
| Fall Festival                      | \$ 3,000.00        | \$ 3,135.49       |
| Zupas Community Night              | \$ 300.00          | \$ -              |
| Amazon Smile                       | \$ 200.00          | \$ 102.92         |
| Fundraiser                         | \$ 12,000.00       | \$ 6,221.50       |
| Art Night                          | \$ 15,000.00       | \$ -              |
| Tax Credit - Sales Tax Refund      | \$ 200.00          | \$ -              |
| <b>Total</b>                       | <b>\$31,850.00</b> | <b>\$9,809.34</b> |

| Expenses                        | Proposed            | Spent              | Remaining           |
|---------------------------------|---------------------|--------------------|---------------------|
| <b>PTA Operating Exp.</b>       | <b>\$ 590.00</b>    | <b>\$ 335.00</b>   | <b>\$ 255.00</b>    |
| Insurance                       | \$ 320.00           | \$ 335.00          | \$ (15.00)          |
| Website Fees                    | \$ 120.00           | \$ -               | \$ 120.00           |
| End of the year thank you event | \$ 100.00           | \$ -               | \$ 100.00           |
| Miscellaneous                   | \$ 50.00            | \$ -               | \$ 50.00            |
| <b>School Donations</b>         | <b>\$ 15,150.00</b> | <b>\$ -</b>        | <b>\$ 15,150.00</b> |
| Aquarium                        | \$ 150.00           | \$ -               | \$ 150.00           |
| Arts Program Donation           | \$ 15,000.00        | \$0.00             | \$ 15,000.00        |
| <b>Teacher Appreciation</b>     | <b>\$ 2,200.00</b>  | <b>\$ 417.83</b>   | <b>\$ 1,782.17</b>  |
| Teacher Appreciation Week       | \$ 1,200.00         |                    | \$ 1,200.00         |
| Meals                           | \$ 500.00           | \$ 278.57          | \$ 221.43           |
| Para Appreciation               | \$ 300.00           | \$ 139.26          | \$ 160.74           |
| Gifts                           | \$ 200.00           |                    | \$ 200.00           |
| <b>Events</b>                   | <b>\$ 6,300.00</b>  | <b>\$2,661.67</b>  | <b>\$ 3,638.33</b>  |
| Back to School Night            | \$ 100.00           | \$87.56            | \$ 12.44            |
| Fall Festival                   | \$ 3,000.00         | \$2,499.94         | \$ 500.06           |
| Fun Run                         | \$ 200.00           | \$0.00             | \$ 200.00           |
| Field Day                       | \$ 300.00           | \$0.00             | \$ 300.00           |
| Fundraiser                      | \$ 500.00           | \$74.17            | \$ 425.83           |
| 6th Grade Boondocks             | \$ 1,300.00         | \$0.00             | \$ 1,300.00         |
| 6th Grade Graduation            | \$ 900.00           | \$0.00             | \$ 900.00           |
| <b>Health &amp; Safety</b>      | <b>\$ 180.00</b>    | <b>\$ -</b>        | <b>\$ 180.00</b>    |
| Red Ribbon Week                 | \$ 150.00           | \$0.00             | \$ 150.00           |
| Safety Patrol                   | \$ 30.00            | \$ -               | \$ 30.00            |
| <b>Music &amp; Us</b>           | <b>\$ 50.00</b>     |                    | <b>\$ 50.00</b>     |
| <b>Miscellaneous</b>            | <b>\$ 3,750.00</b>  | <b>\$0.00</b>      | <b>\$ 3,750.00</b>  |
| Yearbooks                       | \$ 250.00           | \$0.00             | \$ 250.00           |
| Shirts                          | \$ 2,500.00         | \$0.00             | \$ 2,500.00         |
| Directory                       | \$ 100.00           | \$0.00             | \$ 100.00           |
| Science Fest                    | \$ 500.00           | \$0.00             | \$ 500.00           |
| Uintah Goes East                | \$ 300.00           | \$0.00             | \$ 300.00           |
| Reflections - \$100             | \$ 100.00           | \$0.00             | \$ 100.00           |
| <b>Total</b>                    | <b>\$ 28,220.00</b> | <b>\$ 3,414.50</b> | <b>\$ 24,805.50</b> |

## 2018 Fall Carnival Expenses

### Income

|      |          |
|------|----------|
| cash | 2,350.00 |
| cc   | 786      |

**Total** 3,136.00

### Expenses

|                             |    |        |
|-----------------------------|----|--------|
| dominos                     | \$ | 258.41 |
| changing faces              | \$ | 450.00 |
| life of the party           | \$ | 350.00 |
| bank                        | \$ | 400.00 |
| slide                       | \$ | 336.00 |
| masks                       | \$ | 176.27 |
| balloons                    | \$ | 9.99   |
| eyes and cups               | \$ | 39.18  |
| popcorn                     | \$ | 14.61  |
| Donuts                      | \$ | 87.70  |
| Candy and Water             | \$ | 162.00 |
| tickets                     | \$ | 35.45  |
| tablecloths and beach balls | \$ | 34.20  |
| Candy                       | \$ | 12.80  |
| baggies                     | \$ | 30.97  |
| posters                     | \$ | 16.29  |
| cotton candy machine        | \$ | 40.00  |

**Total** \$ 2,453.87

**Income - Expenses =** 682.13