

**Neff PTO**  
**Meeting Minutes**  
**Thursday, November 16<sup>th</sup>, 2010**

**I. CALL TO ORDER/WELCOME/INTRODUCTIONS**

Present were: Angie Stefanick, Sara Gooley, Amy Stiles, Tammy Eberhard, Merit Grantham, Stephanie Morgan, Jennifer Hughes, Kelly Tackett, Laura Wotruba, Linda Rodeman, Amanda Boyd, Kristen Clark and Kristen Parker

The Meeting was called to order at 7:01 p.m.

All Attendees introduced themselves and age/grade of their child/children.

**II. MINUTES OF SEPTEMBER 2010 MEETING**

Laura Wotruba made a motion to approve the September minutes as written.

Heather Neely seconded the motion.

The minutes were approved.

**III. REPORTS**

**A. NEFF SCHOOL COMMITTEE LIAISON**

There was discussion of possibly changing the PTO meeting time at Neff Elementary from 7pm to an earlier start time. Everyone agreed to keep the start time at 7pm.

**1. FUNDRAISING ACTIVITIES**

**A. FRANKENMUTH FUNDRAISING (9/13-10/04)**

The total profit was approximately \$17,000. We will keep an estimated \$7,000 of that total profit after paying Frankenmuth Fundraising Company its share of the earnings. Direct monetary donations totaled \$750. The prizes have all been distributed.

**B. BOX TOPS FOR EDUCATION (Kristin Parker and Jennifer Hughes)**

Mrs. Patterson's PM class won the Box Tops collection contest, and the class was awarded with donuts and juice as a treat. December 10<sup>th</sup> will be the last day to submit Box Tops for the current Fill a Sheet, Get a Treat contest/promotion. The Meijer/Box Top promotion was also discussed - extra Box Tops can be earned via a custom coupon when certain Box Tops products are purchased at Meijer. PTO will send flyers home with students at Neff to inform them about the Meijer/Box Tops promotion.

**C. MISCELLANEOUS (Meijer, Target and Felpausch)**

Felpausch "Cash for Class" promotion is 11/28-12/04 and it was reminded that our school name might be under C.W. Neff instead of just Neff. Target

will donate a percentage of sales to our school if a Target card is used at their stores. Meijer also provides a reward program and donates a percentage of sales towards our school if a parent signs up with the Meijer Rewards Program.

**D. LABELS FOR EDUCATION**

We discussed as a group whether or not we were interested in collecting Campbell labels. We collectively decided that we would try it out on a trial basis and a note will be put in the Neff News informing parents that we are now collecting the Campbell labels. Amy Stiles volunteered to be in charge of the Campbell "Labels for Education" program. There is more information online at [Labelsforeducation.com](http://Labelsforeducation.com).

**B. TREASURER**

**1. BUDGET REPORT (see financial statement attached)**

\$16,979 was deposited for fall fundraiser. A check still needs to be written to Frankenmuth Fundraising which leaves the estimated net income from sales at about \$7,700.

Meijer community rewards check totaled \$107.80

PTO paid out \$10 for field trips for students in need.

Approved wish list items included a \$300 paper cutter and \$100 for playground balls.

Staff was extremely grateful for birthday cards and gift cards.

Paid GL Shopping tour donation

**2. REQUESTS FOR FUNDING**

Mrs. Patterson requested 25 seat sacks for the backs of student chairs at total of \$200. Tami Eberhard made a motion to approve the purchase of these seat sacks and Heather Neely seconded the motion to approve this purchase. This purchase will be paid out of Classroom Programs and Materials.

**IV. EVENTS**

**A. RECENTLY COMPLETED EVENTS**

**1. V.I.P. Dance**

This dance was held at Beagle in the gym and in the cafeteria on 11/12/10. Neff 1<sup>st</sup> graders were invited.

## B. UPCOMING EVENTS

1. FALL STAFF LUNCHEON AND PROFESSIONAL DEVELOPMENT DRAWING  
"Comfort food" is the theme of the luncheon. Stephanie Morgan will be sending out reminder e-mails to parents and the luncheon will take place on 12/1/10. Two \$100 professional development awards will be given out to the teachers/staff via a drawing.
2. STAFF HOLIDAY GOODY TRAYS  
Parents will be bringing in goodies on 12/15/10 and trays will be assembled on 12/16/10. The stage area in the gym will be the housing area for the goodies because of concerns over peanut allergies.
3. BEAGLE SANTA NIGHT  
Beagle "Santa Night" will be held on December 14<sup>th</sup> at Beagle from 6-8pm and is open to 1<sup>st</sup> graders at Neff. Flyers will be sent home with Neff 1<sup>st</sup> graders and communication will be made to Mrs. Garza and Mrs. Pohl regarding this event.

## C. ALL OTHER EVENTS

1. POPCORN  
Popcorn sales will start in January of 2011 and popcorn will be popped once per month between the months of January through May. Popcorn will sell for fifty cents per bag and students will have the option to pay the total amount upfront to cover the cost of popcorn for the remainder of the year.
2. MILEAGE CLUB  
Communication will be made to Mrs. Garza and Mrs. Pohl regarding the mileage program. There was also a comment made that dually enrolled Kindergarten students could also possibly participate in this program.
3. VALENTINE DANCE  
Jennifer Hughes, Kelly Tackett and Kristen Parker volunteered to organize and plan a Valentine dance event at Neff on Friday, February 11<sup>th</sup> from 6:30pm-8pm. The date and time is tentative and planning will not take place until after the holiday season is over.
4. BOWLING  
Stephanie Morgan will call Royal Scot to inquire about possible dates/times and different packages that are available. Planning for this event is ongoing, and PTO will discuss this event at the next PTO meeting.
5. NEFF NIGHT AT THE MOVIES  
Kelly Tackett volunteered to plan this event for sometime in March or April and more information to follow regarding this event.

## 6. LUGNUTS NIGHT

All parents agreed to plan this event as a Grand Ledge Public Schools event instead of breaking this event up by each individual school. Most parents have children at different schools so it was decided to plan this event as a whole district. This event was tentatively scheduled for sometime in May with more information to follow.

## V. ANNOUNCEMENTS

- A. Weebly website is up and running. Stephanie Morgan will contact administrator in order to get the website updated.
- B. Next scheduled PTO Meeting is January 11<sup>th</sup> at 7pm at Neff in the library.

## VI. ADJORNMENTS

Heather Neely made a motion to adjourn the meeting  
Kristin Parker seconded the motion.  
The meeting was adjourned at 8:02pm

BEAGLE PTO - NEFF SCHOOL  
2010/2011 FINANCIAL REPORT  
September 29, 2010 thru November 15, 2010

<b>INCOME</b>	<b>2010/2011 Budget</b>	<b>Current Activity</b>	<b>2010/2011 Year to Date</b>	<b>Budget Variance</b>
<b>Fundraising</b>				
Box Tops	1,000.00	-	-	(1,000.00)
Fall Fundraiser	7,000.00	16,979.00	16,979.00	9,979.00
Miscellaneous fundraisers	-	-	-	-
Fundraising Donations	250.00	747.00	747.00	497.00
Meijer Rewards	400.00	-	107.80	(292.20)
Target	95.00	-	91.02	(3.98)
ArtWorks Originals	400.00	-	-	(400.00)
<b>Interest</b>	-	-	-	-
<b>TOTAL INCOME</b>	<b>9,145.00</b>	<b>17,726.00</b>	<b>17,924.82</b>	<b>8,779.82</b>

NOTE: Fall Fundraiser only includes amount collected. We have not paid Frankenmuth's invoice yet  
The estimated net income from the fall fundraiser is approx. \$7,700,

BEAGLE PTO - NEFF SCHOOL  
2010/2011 FINANCIAL REPORT  
September 29, 2010 thru November 15, 2010

EXPENSE	2010/2011 Budget	Current Activity	2010/2011 Year to Date	Budget Variance
<b>Classroom Support</b>				
Field Trips (\$100 per class)	2,200.00	181.00	181.00	(2,019.00)
Teacher Allowance (\$75per class)*	2,150.00	478.16	478.16	(1,671.84)
Classroom Programs & Materials	800.00	-	-	(800.00)
Specials Classroom Materials	500.00	-	-	(500.00)
<b>Community Support</b>				
Miscellaneous Contributions	100.00	-	-	(100.00)
Compassionate Fund	100.00	-	-	(100.00)
Grand Ledge Shopping Tour	100.00	100.00	100.00	-
<b>Events</b>				
All School Party	300.00	-	-	(300.00)
Assemblies & programs	800.00	-	-	(800.00)
Field Day	100.00	-	-	(100.00)
Retirement gifts/events	100.00	-	-	(100.00)
Welcome Back event	200.00	55.00	83.72	(116.28)
<b>School Support</b>				
Approved Wish List Items	1,500.00	393.27	393.27	(1,106.73)
Book Room	500.00	-	-	(500.00)
Teacher Professional Development	200.00	-	-	(200.00)
Staff Appreciation	800.00	86.91	86.91	(713.09)
<b>Student Activity Support</b>				
Reading Month	500.00	-	-	(500.00)
Student Financial Aid	100.00	10.00	10.00	(90.00)
<b>PTO Expenses</b>	400.00	-	98.61	(301.39)
Total Expenses	11,450.00	1,304.34	1,431.67	(10,018.33)
Total Income	9,145.00	17,726.00	17,924.82	8,779.82
Difference	(2,305.00)	16,421.66	16,493.15	

Beginning Account Balance 07/01/2010	4,000.00	
<b>Cash Balance at: 11/15/10</b>		<b>20,493.15</b>
Projected Year End Cash Balance	1,695.00	

\* \$100 for each 1st grade classroom