

Marina Village Middle School
PTC Board Meeting Notes
September 15, 2020 at 4:30 PM
Join Zoom Meeting
<https://egusd-net.zoom.us/j/88973452170>
Meeting ID: 889 7345 2170
Passcode: forkids

I. Welcome & Introductions (President: Jana Vermette)

- A. Meeting called to order at 4:32 PM
- B. In attendance at today's meeting:
 - Principal - Levi Cambridge
 - President – Jana Vermette
 - Vice President – Robina Bennion
 - Secretary – Samantha Casey
 - Treasurer - Robina Bennion
 - Financial Secretary – Caroline Beal
 - Communications - Colleen Triana
 - Staff Appreciation – Jennifer Scipio
 - Spirit Wear – Stephanie Hansen
 - Enrichment & Fundraising: DeAnna Carnahan
 - Volunteer Coordinator – Kelley Gordon
 - RUSD Superintendent - Cheryl Olsen
 - Parent & Staff – Michele Noble

II. Approval of agenda for current meeting (President: Jana Vermette)

- A. Jenn Scipio made a motion to approve the agenda
- B. Motion was seconded by DeAnna Carnahan
- C. All in favor, agenda approved

III. Approval of minutes from previous meeting (Secretary: Samantha Casey)

- A. DeAnna Carnahan made a motion to approve the May 2020 PTC board meeting notes
- B. Motion was seconded by Jenn Scipio
- C. All in favor, agenda approved

IV. Learning Continuity and Attendance Plan (Superintendent: Cheryl Olson)

- A. Mrs. Olson shared the "DRAFT" RUSD Learning Continuity and Attendance Plan
- B. This plan is in place of the LCAP (due to Covid)
- C. The plan can be found on the districts website for parents to review. Parent input is requested by Thursday.
- D. Plan will be presented to the RUSD school board for approval at the next meeting.

V. MVMS Administrator's Update (Principal: Levi Cambridge)

- A. Mr. Cambridge share so far having students back on campus has been very successful. There have been some challenges and anxiety but overall the students and staff are staying strong in adhering to protocols and a continued focus.
- B. Student body elections are coming up in two weeks.
- C. Student Leadership is planning a Halloween event.
- D. Intervention plans and student communication are being worked on.

E. Focus on supporting teachers. There are 6 Frontier teachers, 31 on campus, and 1 school counselor

- VI. Treasurer’s Report (Treasurer: Robina Bennion & Financial Secretary: Caroline Beal)
- A. Robina shared that she has transferred all financials to Quick Books.
 - B. Robina presented the recent financial activity (disbursements & Deposits) – **see below**
 - C. PTC Budget conversation will be continued, based on student and staff need as clarified by Mr. Cambridge at our next meeting. Ideas include: continuation of teacher support fund (\$100 per teacher), equipment needs for the video production class (\$850), teacher rewards and appreciation, and 8th grade promotion.

09/15/20
Accrual Basis

**Marina Village Middle School PTC
Balance Sheet
As of June 30, 2020**

Jun 30, 20

ASSETS	
Current Assets	
Checking/Savings	
El Dorado Savings Bank	24,387.23
PayPal Account	453.57
Total Checking/Savings	<u>24,840.80</u>
Other Current Assets	
Prepaid Expenses - Next School	561.91
Total Other Current Assets	<u>561.91</u>
Total Current Assets	<u>25,402.71</u>
TOTAL ASSETS	<u><u>25,402.71</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	
Designated - Pending Projects	7,901.13
Undesignated Funds - Oper Exp	14,359.76
Total Opening Balance Equity	<u>22,260.89</u>
Retained Earnings	14,697.27
Net Income	-11,555.45
Total Equity	<u>25,402.71</u>
TOTAL LIABILITIES & EQUITY	<u><u>25,402.71</u></u>

**Marina Village Middle School PTC
Profit & Loss Budget vs. Actual
July 2019 through June 2020**

	<u>Jul '19 - Jun 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Direct Public Support			
Corporate Contributions	700.00	264.00	436.00
Enrichment Income	14,743.00	12,253.00	2,490.00
Fundraiser Income	14,875.82	14,500.00	375.82
General Donation	200.00	0.00	200.00
Grant - Latrobe Fund	2,500.00		
Grant - Project Green	2,800.00	0.00	2,800.00
Spirit Wear Income	2,872.50	3,652.00	-779.50
Spirit Wear/Fundraising	0.00	0.00	0.00
Total Direct Public Support	<u>38,691.32</u>	<u>30,669.00</u>	<u>8,022.32</u>
Indirect Public Support			
Amazon Smile	122.78	148.00	-25.22
Electronic Scrip	3.34	13.00	-9.66
Total Indirect Public Support	<u>126.12</u>	<u>161.00</u>	<u>-34.88</u>
Other Types of Income			
Environmental Club Fundraiser	286.00		
Total Other Types of Income	<u>286.00</u>		
Total Income	<u>39,103.44</u>	<u>30,830.00</u>	<u>8,273.44</u>
Gross Profit	39,103.44	30,830.00	8,273.44
Expense			
Contract Services			
Accounting Fees	470.00		
Total Contract Services	<u>470.00</u>		
Designated Expenses			
3D Printers	3,858.86	3,859.00	-0.14
8th Grade	4,452.89	4,944.00	-491.11
Art Club Fundraiser	0.00	0.00	0.00
Beautification Grants	525.37	2,800.00	-2,274.63
CORE 3	3,500.00	3,500.00	0.00
Enrichment	14,939.61	14,666.00	273.61
Exchange Students	193.40	193.40	0.00
Field Day	4,356.84	4,275.24	81.60
Headphones	709.90	800.00	-90.10
Parent Night	737.74	693.00	44.74
Pear Deck	449.97	450.00	-0.03
Schwab Grant (MVMS)	1,072.49	2,500.00	-1,427.51
Staff Appreciation	3,700.00	3,700.00	0.00
Teacher Conference	822.08	822.08	0.00
Total Designated Expenses	<u>39,319.15</u>	<u>43,202.72</u>	<u>-3,883.57</u>
Operations			
Administration	182.73	250.00	-67.27
Beautification	1,477.65	2,000.00	-522.35
Fundraising (Operations)			

**Marina Village Middle School PTC
Profit & Loss Budget vs. Actual
July 2019 through June 2020**

	Jul '19 - Jun 20	Budget	\$ Over Budget
PayPal / Square (Fund)	102.75		
Fundraising (Operations) - Other	551.67	1,500.00	-948.33
Total Fundraising (Operations)	654.42	1,500.00	-845.58
Insurance - Liability, D and O	450.00	450.00	0.00
Miscellaneous	0.00		
Mustang of the week	389.15	1,000.00	-610.85
Planners	2,761.13	2,761.13	0.00
PTC Sponsored Events (Non-Fund)	70.99	500.00	-429.01
Spirit Wear			
PayPal / Square Charges (Ops)	2.03	200.00	-197.97
Spirit Wear - Other	2,907.35	2,800.00	107.35
Total Spirit Wear	2,909.38	3,000.00	-90.62
Staff Appreciation	409.11	800.00	-390.89
Telephone, Telecommunications	0.00	0.00	0.00
WEB	1,328.33	1,328.33	0.00
Website	186.85	250.00	-63.15
Total Operations	10,819.74	13,839.46	-3,019.72
Taxes	50.00	520.00	-470.00
Total Expense	50,658.89	57,562.18	-6,903.29
Net Ordinary Income	-11,555.45	-26,732.18	15,176.73
Net Income	-11,555.45	-26,732.18	15,176.73

VII. Fundraising (Deanna Carnahan)

- A. Our first fundraiser has kicked off, the SOS campaign
- B. SOS t-shirts and decals will be delivered at the close of the campaign at the end of October
- C. Ideas to promote: Jupiter parent blast, Mr. Cambridge's newsletter, video of signs posted to MVMS social media pages and PTC website
- D. Fundraising ideas: golf tournament, dinner night out, fun run

VIII. Publicity/Website/Communications (Colleen Triana)

- A. Colleen has been keeping the MVMS community updated via social media pages and the PTC website is up to date.

IX. Volunteer Coordinator (Kelley Gordon)

- A. No update until we have events requiring volunteers.
- B. Google Form may be the best way to collect volunteer information this year

X. Spirit Wear (Stephanie Hansen)

- A. There is a current fire sale to unload old inventory.
- B. New t-shirts coming soon!

XI. Beautification (Gina Johnston – unable to attend the meeting)

- A. An update will be provided at the next meeting.

XII. Enrichment (Deanna Carnahan)

- A. Possible programs to implement on-line

B. Can we host enrichment on campus? This is a question for site administration.

XIII. Staff Appreciation (Jennifer Scipio)

A. Marina AND Frontier Teachers

B. Ideas to be shared at the next meeting

XIV. MVMS Teacher Liaison (TBD)

A. No teacher liaison in attendance to share an update

XV. Old Business (President: Jana Vermette & Vice President: Robina Bennion)

A. By Laws Committee – tabled for a future meeting.

XVI. New Business (President: Jana Vermette & Vice President: Robina Bennion)

A. Needs assessment/survey (President: Jana Vermette) – to be shared at a future meeting.

XVII. Adjourn

A. Motion to adjourn the meeting made by Sam Casey

B. All in favor

C. Meeting adjourned at 6:03 PM