

**Country Springs Elementary**  
**PFA 2020-2021**  
**~ July 30, 2020 Budget Meeting Minutes ~**

**Call to Order:** 8:02 am

**President's Report – Lisa Viray**

- Voting of PFA Board for SY 2020-2021

**Country Springs PFA Board SY 2020-2021:**

- |  |   |
|--|---|
| • President:                                     | Lisa Viray                                    |
| • 1 <sup>st</sup> VP:                            | Alison Ninofranco                             |
| • 2 <sup>nd</sup> VP- Fall Fundraiser            | Khan Lau                                      |
| • 3 <sup>rd</sup> VP – Spring Fundraiser         | Suzanne Desouki, Amanda Emanuele, & Grace Noe |
| • 4 <sup>th</sup> VP – After School/Family Night | Lala Lee                                      |
| • <b><i>Treasurer</i></b>                        | <b><i>Open</i></b> (Interim: Joel Torres)     |
| • Financial Secretary                            | Gracie Enriquez                               |
| • Recording Secretary                            | Marie Bonovitz                                |
| • Auditor  | Jinnefer Razo                                 |
| • Historians                                     | Suzanne Desouki and Roberta Lin               |
| • Parliamentarian                                | Wayne Chien                                   |
| • Book Fair Coordinators                         | Cyndy Chowtham                                |
| • Room Parent Coordinators                       | Juni Lau and Hana Chen                        |
| • Spirit Wear Coordinator                        | Cristy Lares and Gracie Enriquez              |
| • 4 <sup>th</sup> Grade Coordinators             | Hee-Seon Lyu                                  |
| • 5 <sup>th</sup> Grade Coordinators             | Hana Chen and Cristy Lares                    |
| • 6 <sup>th</sup> Grade Coordinators             | Suzanne Desouki and Marie Bonovitz            |
| • Art Palette Coordinators                       | Lina Kim                                      |
| • Hospitality                                    | Jennifer Holtkamp                             |

**Vote:** 1<sup>st</sup>: K. Lau, 2<sup>nd</sup>: W. Chien, Nay: 0, Ayes: All

- In conjunction with Treasurer's Report:
  - Review of PFA Budget SY 2019 – 2020

# 2019-2020 Income

<b>Income</b>	
Annual Fundraising Income	
Book Fair Income	5,134.16
Fall Fundraising Income	
Fall & Froz. Food Catalog Sales	0.00
Fall & Frozen Food Buyout	<u>33,797.00</u>
Total Fall Fundraising Income	33,797.00
Spring Fundraiser	
Silent Auction Income	65.00
Ultra Fun Run - Income	<u>46,126.52</u>
Total Spring Fundraiser	<u>46,191.52</u>
Total Annual Fundraising Income	85,122.68
Direct Public Support	
Other	<u>2,074.01</u>
Total Direct Public Support	2,074.01
Ongoing Fundraising Income	
After School Sales Income	766.40
Family Dinner Night Income	2,487.18
Family Fun Nights-Income	10,565.00
Memory Books Sales Income	5,907.76
Spirit Wear & DVD Sales Income	<u>7,056.00</u>
Total Ongoing Fundraising Income	26,782.34
Restricted Funds - Income	<u>46,079.87</u>
Total Income	<u>160,058.90</u>

# 2019-2020 Expenses

<b>Expense</b>	
Annual Fundraising Expenses	
25th Year Celebration Expenses	0.00
Book Fair Costs	2,667.66
Fall Fundraiser - Expense	3,515.79
Spring Fundraiser	
Ultra Fun Run - Cost	<u>16,144.10</u>
Total Spring Fundraiser	<u>16,144.10</u>
Total Annual Fundraising Expenses	22,327.55
Management & General	
Accounting Fees	550.00
Bank Service Charges	115.20
Hospitality	162.00
Insurance	338.00
Office Supplies-PFA	639.42
Square Inc. Fees	10.52
Taxes and Annual fees	<u>60.00</u>
Total Management & General	1,875.14
Ongoing Fundraising Expenses	
Family Dinner Night Costs	60.00
Memory Books Costs	8,728.61
Spirit Wear	7,063.04
Ongoing Fundraising Expenses - Other	<u>80.00</u>
Total Ongoing Fundraising Expenses	15,931.65

# 2019-2020 Expenses Continued

<b>Program Services</b>	
6th Grade Promotion Expenses	0.00
AfterSchool Enrichment Programs	72.38
All Star School Supplies/Awards	482.94
AR Renewal	54.75
Computer Technology	0.00
Consumables	5,238.80
Copier/Duplo Maint & Supplies	0.00
Educational Assembly Programs	0.00
Emergency Bin Supplies	0.00
Faculty Appreciation	787.82
Family Fun Night Costs*	9,004.93
Field Trip Costs	18,859.15
Grade Level Support	1,592.32
H.I.T.S.-Special Themes Supply	770.27
Health Office Supplies / CPR	509.24
Muffin/ w Mom Donut/ w Dad	341.78
Office Supplies/Class Support	2,059.20
Performing Arts	187.57
Picture Person	0.00
Red Ribbon Week Costs	648.55
Teacher Support	3,633.71
<b>Total Program Services</b>	<u>44,243.41</u>
<b>Restricted Funds-Expense</b>	<u>37,253.71</u>
<b>Total Expense</b>	<u>121,631.46</u>

A complete budget will be posted to the PFA section on the school website.

- Question re: Marquee.
  - Mr. K. Lau stated he has spoken with the School District to have Marquee paid for but has not been successful with the transaction.
    - Consider having another meeting to discuss Marquee and have General Assembly vote for it

- Review of PFA Budget SY 2020 – 2021

# 2020-2021 Budget

Carryover from 2019-2020	38,427.44
<b>Income</b>	
Annual Fundraising Income	
Book Fair Income	4,000.00
Fall Fundraising Income	32,000.00
Total Fall Fundraising Income	32,000.00
Spring Fundraiser	
Silent Auction Income	2,000.00
Ultra Fun Run - Income	25,000.00
Total Spring Fundraiser	<u>27,000.00</u>
Total Annual Fundraising Income	63,000.00
Direct Public Support	
Other	100.00
Total Direct Public Support	<u>100.00</u>
Ongoing Fundraising Income	
After School Sales Income	500.00
Family Dinner Night Income	2,000.00
Family Fun Nights-Income	1,000.00
Memory Books Sales Income	11,000.00
Spirit Wear & DVD Sales Income	10,000.00
Total Ongoing Fundraising Income	<u>24,500.00</u>
Total Income	<u>87,600.00</u>

- Carry over surplus: \$38,427
  - Total fundraising: Goal of \$63K estimate
    - Fall fundraiser: Might not be able to reach goal due to not being on campus

# 2020-2021 Expenses

Expense	
<b>Annual Fundraising Expenses</b>	
Book Fair Costs	3,000.00
Fall Fundraiser - Expense	12,000.00
Spring Fundraiser	
Ultra Fun Run - Cost	1,000.00
<b>Total Spring Fundraiser</b>	<u>1,000.00</u>
<b>Total Annual Fundraising Expenses</b>	16,000.00
<b>Management &amp; General</b>	
Accounting Fees	600.00
Bank Service Charges	200.00
Hospitality	500.00
Insurance	425.00
Office Supplies-PFA	700.00
Square Inc. Fees	100.00
Taxes and Annual fees	250.00
<b>Total Management &amp; General</b>	<u>2,775.00</u>
<b>Ongoing Fundraising Expenses</b>	
Family Dinner Night Costs	250.00
Memory Books Costs	9,000.00
Spirit Wear	1,900.00
<b>Total Ongoing Fundraising Expenses</b>	<u>11,150.00</u>

- Fundraising Expense: Approximately \$11k
  - Similar to last year's expenses

# 2020-2021 Expenses Continued

<b>Program Services</b>	
6th Grade Promotion Expenses	1,500.00
AfterSchool Enrichment Programs	250.00
All Star School Supplies/Awards	850.00
iXL Math and Language Arts	7,000.00
Computer Technology	500.00
Consumables	5,000.00
Copier/Duplo Maint & Supplies	2,500.00
Educational Assembly Programs	1,000.00
Emergency Bin Supplies	300.00
Faculty Appreciation	750.00
Family Fun Night Costs*	5,000.00
Field Trip Costs	18,500.00
Grade Level Support	2,100.00
H.I.T.S.-Special Themes Supply	1,000.00
Health Office Supplies / CPR	400.00
Muffin/ w Mom Donut/ w Dad	500.00
Office Supplies/Class Support	5,000.00
Performing Arts	500.00
Picture Person	500.00
Red Ribbon Week Costs	400.00
Teacher Support	3,600.00
<b>Total Program Services</b>	<b>57,150.00</b>
<b>Total Expense</b>	<b>87,075.00</b>

- Total expense: \$87k
  - Mrs. Wilson took survey re: AR vs IXL (\$7k)
    - IXL Math & Language Arts chosen by teachers
  - Teacher & grade level support: the same
  - No new teachers but shifts in grades
  - Book Fair: Scholastic in person in May, Fall will be online book fair
    - Goal & expenses already adjusted
    - Pauline Ryow will assist in Book Fair
  - Paper Drive: Will most likely not do this year since won't be on campus
- Voting to approve SY 2020 – 2021 PFA Budget  
Vote: 1<sup>st</sup>: K. Lau, 2<sup>nd</sup>: W. Chien, Nay: 0, Ayes: All

## Treasurer's Report – Joel Torres *Not present*

- Refer to items in President's Report

### **Principal's Report – Dr. Hathuc**

- Introduced self
- Expectation that teachers will conduct live instruction even to ELD students
  - There are minute requirements per State requirements

### **Assistant Principal's Report – Mrs. Wilson**

- No items to report.

### **Old Business/New Business**

- Cristy: How to get Spirit Wear out since Meet the Teacher will not occur
  - Per Dr. Hathuc- Will have to coordinate time since only specific time allowed on campus next week
    - Will need volunteers
- 6<sup>th</sup> Grade Parent Meeting: Will have a digital information re: 6<sup>th</sup> grade activities available parents to review at leisure
- Distance Learning: Fundraising money/income will come or be credited to Country Springs
- Country Springs students will be considered Country Springs regardless Blended or Distance Learning
- Next PFA Meeting: August 11<sup>th</sup> at 8:30 am

**Adjourn:** 8:41 am