

BVES PTA Board Meeting
Thursday, December 7, 2023
BVES Cafeteria
9:30am

Those in attendance: Mr. Burgess, Nicole Bengard, Barbara Brown, Lyndsey Crandall, Megan Epps, Sara Jackson, Ali Knipfing, Dana Lanning, Mary Latrick, Haley Michael, Megan Michael, Courtney Rhoades, Laura Stoner and Amanda Williams.

**Lyndsey called the meeting to order at 9:39am.

- A motion was made to approve the November meeting minutes.
 - Motion: Mary Latrick
 - Second: Courtney Rhoades
 - The Motion carried, and the minutes were approved.

Principal's Report – Mr. Burgess:

- Lost and Found is overflowing! If anyone has any extra hangers they could share, we have a rack to hang items to help kids identify their belongings. Please remember to label your children's clothing, and we'd love to get all these coats back to kids ahead of Winter Break.
- Kids Helping Kids continues to be amazing – 61 kids benefitting this year.
- Discipline – a couple of issues lately:
 - The "N" word has come up. Some children using and don't know what it means; other children come from environments where regularly used. Not typically used at school but seems to be an issue the past couple of weeks.
 - There have been some questions lately about "firm, fair and consistent" behavior/discipline. Mr. Burgess assured us that there may be some situations that appear not to be "firm, fair and consistent" but there may be lots of factors that are not public that contribute. He strongly believes in "firm, fair and consistent" and assures us that continues to be the case here.
- Holiday Shop – the kids LOVE. It feels so amazing to be able to buy something for a family member – the joy on their faces.
- The carline video has been made and is currently being edited. Can't wait to show it.
- Please continue to follow good safety procedures, especially in the parking lot. Most dangerous place on campus! People get lax this time of year, but children should not be unaccompanied in the parking lot – just a reminder.
- Career Day coming up in the spring. Would love for lots of moms and dads to show up and discuss careers – even if not currently working (ie stay at home) but to show our kids there is a lot more to moms and dads than being parents.
- Surprise Christmas fun December 18 – bus loop will be decorated with blowups etc and Santa is coming to ride each class around the bus loop. Still need donations of blowups (just to borrow for the day) and remember it's a SURPRISE, don't tell the kids!

Treasurer's Report – Nicole Bengard: as emailed from Nicole.

BVPTA Treasurer Report

As of November 30, 2023

Presented: December 7, 2023

Through November 30, 2023:

Total revenue - \$88,941

Total expenses - \$23,841

Net income - \$24,496

Fundraising net income - \$55,894

Ending cash balance - \$66,796

Net increase in cash from prior month - \$655

General PTA Business

2022-2023 Financial Review

The PTA Financial Review occurred on November 13, 2023. Courtney Rhoades, Stacy Edwards and Julie Rose reviewed the 2022-2023 financial statements and supporting documents to ensure the records are complete and accurate, all revenue and expenses were properly recorded and bank statements were reconciled on a monthly basis. No errors were noted and the financial statements were complete and accurate. The financial review report has been filed with the District PTA.

A motion was made to accept the results of the financial review.

- Motion: Mary Latrick
- Second: Laura Stoner
- The Motion carried, and the minutes were approved.

November 15 Compliance Filing Deadlines

- All compliance deadlines have been met.
- All financial documents have been filed with the Secretary of State (allows us to maintain our not-for-profit status).
- All District PTA documents have been filed via Givebacks (allows us to exist as a PTA). This included financial reports, insurance information, specific minutes and the results of the financial review.
- A tax extension was filed by our outside CPA so we are in compliance with the IRS. An extension allows our CPA to file our return no later than May 15. Once I receive the 990/tax return, I will file with the Secretary of State and District PTA. The CPA will file the return directly with the IRS.

Revenue

- Corporate sponsorships - received first installment of \$1875 from Summers Orthodontics

- School Store/Spirit wear - Store Sales were \$170 in October
- Spirit Fundraisers - \$51.85 from Lowe's Foods and \$257.50 from skate day
- Backpack Buddies - \$230 - birthday party proceeds designated by the donor for BPB

Expense

- Classroom Supplies - teachers are turning in their receipts! Revised deadline is next Wed.
- Mini-Grants - teachers are utilizing funds to purchase the approved grant items so students can begin to benefit.
- Staff Appreciation - \$565.46 expense for the September baked potato bar staff lunch
- iRead - \$60 Barnes and Noble gift cards for monthly winners

Other

Kids Helping Kids

We collected donations on site November 29 - December 1 and online the week of November 27th. The following numbers do not agree to the financial statements as some collections were received in December, thus recorded in December.

Total Collections: \$3,192.77

Expected Shopper Reimbursements - \$2,700

Remaining to be used to purchase school supplies for these students - \$492.77

This year we have 61 participants compared to 48 last year and 37 in 2021.

Holiday Shop

Stacy and Sallie are doing an awesome job! It is running very smoothly! Total sales through Wednesday are \$9,381 (this is gross, before inventory expense). As we plan to use all Kids Helping Kids funds this year for that program, we do not have vouchers for our BPB students to purchase gifts this year. The store will remain open through tomorrow, December 8th.

President's Report – Lyndsey Crandall:

- Lots of questions and discussion about how to make sure that all students are able to shop at Holiday Shop (making sure there are funds available for Backpack Buddies and Kids Helping Kids students to be able to shop as well).
- In search of a Yearbook Chair – Courtney Rhoades was going to take over Yearbook from Dana Lanning when she ages out next year but now Courtney is Treasurer-Elect.
- Staff Appreciation Lunch – Darren Poe owns Honey Baked Ham location and donated ham and turkeys. Big success and many thanks for the donation.
- Kids Helping Kids going well!
- Holiday Shop – 2 days remaining!
- Reflections entries due before Winter Break.

- Holiday Parties 12/19.
- Don't forget to utilize Mary Latrick and Nicole Martin to put things in Newflash and on social media. *Will be putting something about Lost and Found items.

- Upcoming Dates:

- **December:**

- 12/1 – Fall School Picture Make Up Day
Kids Helping Kids Drive – last day
 - 12/4 – 12/8 – Holiday Shop
 - 12/7 – PTA Monthly Board Meeting – 9:30a in BV Cafeteria
 - 12/15 – Spirit Day
December Birthday Celebrations
 - 12/19 – HALF DAY – Winter Break / End of 2nd Quarter
Winter Class Parties
 - 12/20 – 1/3 – NO SCHOOL – Winter Break

- **January:**

- 1/1 – 1/3 – NO SCHOOL – Winter Break
 - 1/10 – 2nd Quarter Report Card
 - 1/11 – PTA Monthly Board Meeting – 9:30a in BV Cafeteria
 - 1/15 – NO SCHOOL – MLK Day
 - 1/19 – Skate Day – 3:30 – 5:30p at Taylors Roller Sports
 - 1/22 – 1/26 – Spirit Sale Week
 - 1/26 – Spirit Day
January Birthday Celebrations

- **Committee Reports:**

- **Backpack Buddies – Mary Latrick:** Clemson/Carolina food drive went well. Sending home holiday bags over 2 days because too heavy for kids to carry (Friday 12/15 and Monday 12/18).
 - **Reflections – Courtney Rhoades:** Next Friday is the deadline for entries. Have received 0 so far. Please encourage submissions!
 - **Spirit Nights – Lyndsey Crandall for Megan Saltmarsh:** Planning for the spring; if anyone has any thoughts/ideas, please reach out to Megan.
 - **Staff Appreciation – Lyndsey Crandall for Jen Holly & Alicia Kamlet:** Next lunch is February – SOUPer Bowl.
 - **Yearbook – Dana Lanning.** Need a PTA group picture. Yearbook prices go up 1/8 to \$30. Sales go through 3/1. Dana's deadline to turn in for printing is 3 weeks earlier this year.

** Lyndsey thanked everyone for coming. The meeting was adjourned at 10:51am.

Minutes respectfully submitted by Megan Epps, Co-Secretary