



Shamona Creek Home and School Association

Budget Meeting Minutes

October 6, 2015

Meeting started at 7:00PM.

There were 13 people in attendance: Kathryn Gute, Lena Elguindi, Susan Cozad, Megan Suhoskey, Gina Thelander, Megan Murray, Beth Fincke, Patty Frank, Melissa Bell, Laurie Jones, Julie O'Hara, Ann Durkin, and Maria Dennin.

President's Report: Kathryn Gute (kathryn.gute@gmail.com)

- Welcomed everyone and explained that Lena will go through proposed budget

Treasurer's Report: Lena Elguindi (lelguindi@gmail.com)

- Reviewed grant requests
 1. Floor mat for 2nd grade for \$100 – Mrs. Harris and Mrs. Savastio - approved by all.
 2. Student mailboxes for 3rd grade for \$150 – Ms. Moore – approved by all.
 3. Classroom rug for 3rd grade for \$200 – Ms. Czap – approved by all.
 4. Document cameras (five in total) for each 3rd grade teacher for \$700 – Ms. Czap – this request will be sent back to the teachers for review and possible other options.
- Reviewed the income side of the budget
 1. Boosterthon budget is based on 80% participation at \$60/child for 598 students. The organization takes 50% back so we end up with \$14,352. We received \$3,000 in sponsorships, but \$2,000 of that will be used for t-shirts.
 2. Pizza Bingo is budgeted for \$1,500.
 3. Special events will be budgeted for \$2,050 total because the Back to School Food Truck Night did better than expected at \$750. The total also includes \$1,200 for Chic fil A Night and \$100 for Rita's Night.
 4. The same number of people are registered for the Target program this year as last.
 5. Spring Fair is a conservative number at \$14,500.
 6. Yearbook number is based on volume.
 7. There is no budget for Cookie Dough Sales, Coupon Books, Yankee Candles, Winter Hop n Shop, Crafters Bazaar, Market Day, Plant Sale, Reading Phillies, Regal Movie Tickets, or WaWa coupons as we will no longer have those as fundraising events.
- Reviewed expenses
 1. 5th Grade End of Year Party is based on \$16/child rather than \$18/child from previous year.
 2. The Community Service budget will increase to \$500 and will be combined with the 5th grade service project.
 3. Art Goes to School and Art Show will have the same budget as last year.
 4. Assemblies will decrease to \$3,000 as the Boosterthon will count as a major assembly.
 5. Beautification Committee needs \$2,000 to power wash the Kindergarten patio, repair the school sign, and plant perennials.
 6. Directory expense is less this year since we abbreviated format.

7. The invoice for the Employee Dishonesty Insurance expense was received late so, therefore, we had to pay two years in this year's budget.
8. Field Day expense is for medals and ice pops.
9. Field Trip expense had to be increased as there is now one extra 5th grade class, all of which take a big trip at the end of the year.
10. \$2,000 for Boosterthon t-shirts is offset with the \$3,000 in sponsorship money.
11. Grants will be increased to \$5,600. Each grade will receive \$800, including Encore teachers.
12. Homeroom money will also be increased back to \$200 per teacher, including Encore teachers.
13. Hospitality will be combined with Miscellaneous expense.
14. Printing expense will decrease by \$200 as most of H&S correspondence is now electronic.
15. Scholarship expense will increase to \$500 per high school.
16. School sign needs to be painted - \$500 estimate – approved.
17. Year end allocations for \$300 were not spent last year. Approved for office staff.
18. Staff Appreciation expense will be increased by \$300.
19. Variety Show expense will be increased by \$250.

- Lena moved to approve the budget.
- Ann Durkin second it, and all were in favor.