

# Dixon Parent Teacher Council

01-14-2019 | 6:30pm | RMS Cafeteria

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## Meeting Minutes

**Meeting called to order** by PTC Co-President Crystal Hall at 6:32pm.

**All in attendance:** Crystal Hall (Co-President), Michael Robillard (Vice President), Fran Khawaja (Treasurer), Val Smith (Secretary), Andy Bullock, Brandy Cover, Gretchen Fulton, Jeff Gould, Jeannie Pottinger, & Crystal Thorpe. There were 9 in attendance a quorum was reached.

**Call to vote** to accept minutes from 12.17.18 PTC meeting and treasurer report by Crystal Hall

- ✓ All in favor- Passed
  - Reminder secretary report can be found on DPS website, Remind App, and Dixon PTC Facebook page.
  - The Remind app will be having changes not allowing Verizon users to receive text notifications. The APP will still work for notifications.

### Principals Report

- Crystal Thorpe (Jefferson School)
  - Finishing benchmarks, excited to be back in the new year.

### Treasurer Report

- The bank reimbursed PTC for bad checks
- IL Central Bus paid for the Coronado field trip
- **Call to Vote** to approve Treasurer Report
  - ✓ All in favor, passed

### Fundraiser Report (Crystal Hall)

- Candles and Otis Spunkmeyer cookie dough

- Dates to sell are March 13<sup>th</sup>-April 3<sup>rd</sup> with Delivery May 2<sup>nd</sup>
- We are using Cherrydale for Spring fundraiser, after that PTC is unsure
  - Yankee Candle has reached out to us and wants us to use them.

### **Old Business**

- Thank you to the accelerated committee for providing a well-attended event, with over 70 in attendance.
  - Great speakers, gave great resources and great response from community.

### **New Business (Crystal Hall)**

- Leydig meals are Feb 23<sup>rd</sup>, meals need to be delivered by 10:30 and feed roughly 25 people. Volunteers still needed.
- No new teacher requests. Trying to inform teachers to ask PTC for anything needed for the classroom.
- Start thinking if would like to be part of nomination committee.

#### ➤ **Committees**

- Nothing from Accelerated Committee

Next Meeting will be February 11<sup>th</sup> @ 6:30 at RMS Cafeteria at 6:30pm  
Pizza with Principals at RMS Cafeteria at 5:30pm

**Motion to adjourn** by Crystal Hall 6:30pm

**Meeting Minutes prepared by** Val Smith, PTC Secretary

## Reagan Middle School

01/07/2019

## REPORTS : Budget Report

This report will provide you with actual year-to-date activity versus budget as of the END DATE you select. The Performance To Budget report is one of the most important decision-making tools for a budget-driven PTO.

Enter Dates to Report On	
Fiscal Year :	* End Date :
Current Year ▼	7 Jan 2019
<input type="checkbox"/> Use Optional Start Date	
Optional Start Date :	
<input type="text"/>	

Income	Budget	Year To Date Amount	Variance Amount
<b>Donations</b>			
Cash Donations	\$0.00	\$1,172.00	\$1,172.00
District charitable donation	\$38,596.20	\$38,596.20	\$0.00
<b>Donations Total</b>	<b>\$38,596.20</b>	<b>\$39,768.20</b>	<b>\$1,172.00</b>
<b>Fundraising</b>			
Fall (Cherrydale)	\$21,940.00	\$27,351.74	\$5,411.74
Schwan		\$66.00	\$66.00
Spring (Cherrydale)	\$11,000.00	\$0.00	(\$11,000.00)
<b>Fundraising Total</b>	<b>\$32,940.00</b>	<b>\$27,417.74</b>	<b>(\$5,522.26)</b>
<b>Grants</b>			
Grants	\$0.00	\$0.00	\$0.00
<b>Grants Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Spirit Wear</b>			
Fall t-shirt orders	\$1,800.00	\$1,938.00	\$138.00
<b>Spirit Wear Total</b>	<b>\$1,800.00</b>	<b>\$1,938.00</b>	<b>\$138.00</b>
<b>Income Total</b>	<b>\$73,336.20</b>	<b>\$69,123.94</b>	<b>(\$4,212.26)</b>
<b>Expense</b>			
<b>Activities</b>			
Battle of the Books	\$2,000.00	\$1,892.90	(\$107.10)
Dance	\$750.00	\$0.00	(\$750.00)
Veterans Day	\$100.00	\$0.00	(\$100.00)
<b>Activities Total</b>	<b>\$2,850.00</b>	<b>\$1,892.90</b>	<b>(\$957.10)</b>
<b>Carry forward</b>			
Next year (7/1/19-6/30/20) carry forward	\$29,979.76	\$0.00	(\$29,979.76)
<b>Carry forward Total</b>	<b>\$29,979.76</b>	<b>\$0.00</b>	<b>(\$29,979.76)</b>
<b>Fall fieldtrips</b>			
Chana Schoolhouse	\$1,876.28	\$1,025.00	(\$851.28)
Coronado-Cinderella 3rd grade	\$1,005.00	\$1,025.00	\$20.00
Coronado-Nutcracker 2nd grade	\$950.00	\$856.59	(\$93.41)
Jonomac Orchard	\$2,490.00	\$2,476.92	(\$13.08)
Stewardship day	\$860.00	\$567.52	(\$292.48)
<b>Fall fieldtrips Total</b>	<b>\$7,181.28</b>	<b>\$5,951.03</b>	<b>(\$1,230.25)</b>

<b>Operational expenses</b>			
Accounting Software	\$110.00	\$109.00	(\$1.00)
Bank fees	\$30.00	\$0.00	(\$30.00)
Illinois License Fee	\$35.00	\$0.00	(\$35.00)
Parent Booster Fee	\$345.00	\$270.00	(\$75.00)
PTO Insurance	\$564.00	\$564.00	\$0.00
Supplies	\$200.00	\$51.97	(\$148.03)
<b>Operational expenses Total</b>	<b>\$1,284.00</b>	<b>\$994.97</b>	<b>(\$289.03)</b>
<b>Personnel requests</b>			
School Personnel Requests	\$5,000.00	\$200.00	(\$4,800.00)
<b>Personnel requests Total</b>	<b>\$5,000.00</b>	<b>\$200.00</b>	<b>(\$4,800.00)</b>
<b>Reserve</b>			
Reserve	\$3,000.00	\$0.00	(\$3,000.00)
<b>Reserve Total</b>	<b>\$3,000.00</b>	<b>\$0.00</b>	<b>(\$3,000.00)</b>
<b>Spirit Wear expense</b>			
Fall t-shirt orders purchase	\$1,800.00	\$1,938.00	\$138.00
<b>Spirit Wear expense Total</b>	<b>\$1,800.00</b>	<b>\$1,938.00</b>	<b>\$138.00</b>
<b>Spring fieldtrips</b>			
Ag Day	\$825.00	\$0.00	(\$825.00)
Ag Day (additional)	\$106.10	\$0.00	(\$106.10)
Bettendorf Museum	\$2,000.00	\$780.00	(\$1,220.00)
Byron	\$1,170.06	\$0.00	(\$1,170.06)
Discovery Center	\$2,500.00	\$0.00	(\$2,500.00)
Drury Lane	\$3,100.00	\$2,666.40	(\$433.60)
Science and Industry	\$2,400.00	\$2,500.00	\$100.00
Springfield	\$6,300.00	\$6,300.00	\$0.00
Springfield (additional)	\$500.00	\$500.00	\$0.00
Theater Works	\$2,800.00	\$0.00	(\$2,800.00)
<b>Spring fieldtrips Total</b>	<b>\$21,701.16</b>	<b>\$12,746.40</b>	<b>(\$8,954.76)</b>
<b>Teacher luncheon</b>			
Fall Luncheon	\$290.00	\$275.00	(\$15.00)
Spring luncheon	\$250.00	\$0.00	(\$250.00)
<b>Teacher luncheon Total</b>	<b>\$540.00</b>	<b>\$275.00</b>	<b>(\$265.00)</b>
<b>Expense Total</b>	<b>\$73,336.20</b>	<b>\$23,998.30</b>	<b>(\$49,337.90)</b>
	<b>Budget</b>	<b>Year To Date Amount</b>	<b>Variance Amount</b>
<b>Total Earnings</b>	<b>\$0.00</b>	<b>\$45,125.64</b>	<b>\$45,125.64</b>

**Reagan Middle School**

01/07/2019

**REPORTS : Account Transactions**

This report provides you a list of the transactions by bank account, for a date range you specify. It can be extracted for just one bank account, or for all bank accounts.

You can access the details behind any transaction by clicking on the corresponding REFERENCE. You cannot change the transaction details from this view.

To show all results, leave following criteria blank and click on the "Search" button.

<b>Account Transactions</b>		
Account Name :	* Start Date :	* End Date :
PTC	30 Nov 2018	7 Jan 2019
<input type="checkbox"/> Show All Accounts <input type="checkbox"/> Include Reversed Transactions		
Reference Number :		
<input type="text"/>		

PTC						
Transaction Date	Reference	Payee/Payor	Cleared?	Cash Out	Cash In	Balance
						\$45,833.23
30 Nov 2018	<u>Dep</u>	for NSF check	Yes		\$70.00	\$45,903.23
6 Dec 2018	<u>Dep</u>	For NSF check	No		\$13.00	\$45,916.23
10 Dec 2018	<u>1021</u>	IL Central Bus	No	\$856.59		\$45,059.64
11 Dec 2018	<u>Dep</u>		No		\$66.00	\$45,125.64
<b>Totals</b>				<b>\$856.59</b>	<b>\$149.00</b>	