

An underwater scene featuring two dolphins swimming in clear blue water. Sunlight filters down from the surface, creating shimmering patterns on the dolphins' skin. The dolphin on the left is smaller and appears to be a calf, while the one on the right is larger and has a more pronounced dorsal fin.

Parent Meeting

Foothill Elementary PTA

Dec. 19, 2017

Meeting minutes from Sept. 1st, 2017

Summary:

- *Approved additions to PTA Exec Board.*
- *Ratified changes to bylaws*
- *Ratified checks 6110-6115 inclusive, as presented.*
- *Released funds for autumn 2017-2018 expenditures, as presented.*

Need a motion to adopt these September 1st, 2017 minutes, as presented or as corrected.

Programs 2017-2018

Year-Round Programs:

- [Art Docent \(in partnership with SEF\)](#)
- [Assemblies](#)
- [ABC Readers / Project Cornerstone](#)
- [Gardens](#)
- [Maker Space](#)
- [Playground Pals Bus Stop](#)

School-wide Events (Funded through Donations):

- *School Supplies (Aug)*
- *Teacher Grants (Aug and January)*
- *Directory and Finder (September)*
- *Kindness Week (Oct. 10-13)*
- *Variety Show (Fall)*
- *Book Fair (Dec. 4-8)*
- *Staff Holiday Luncheon (December)*
- *International Night (Feb 16)*
- *Science Day (March 16)*
- *Staff Appreciation Week (May 7-11th)*
- *Open House (May)*
- *Field Day (June)*
- *Field Trip Scholarships (June)*

Special Programs and Events (Funded by Participants):

- *Fall Family Fun Night (October 21th)*
- *Math Team (Sept. through Mar.)*
- *Robotics Team (Mar. through May)*
- *Spelling Bee (January)*
- *Musical (Spring)*
- *Year Book (May)*

Fundraisers:

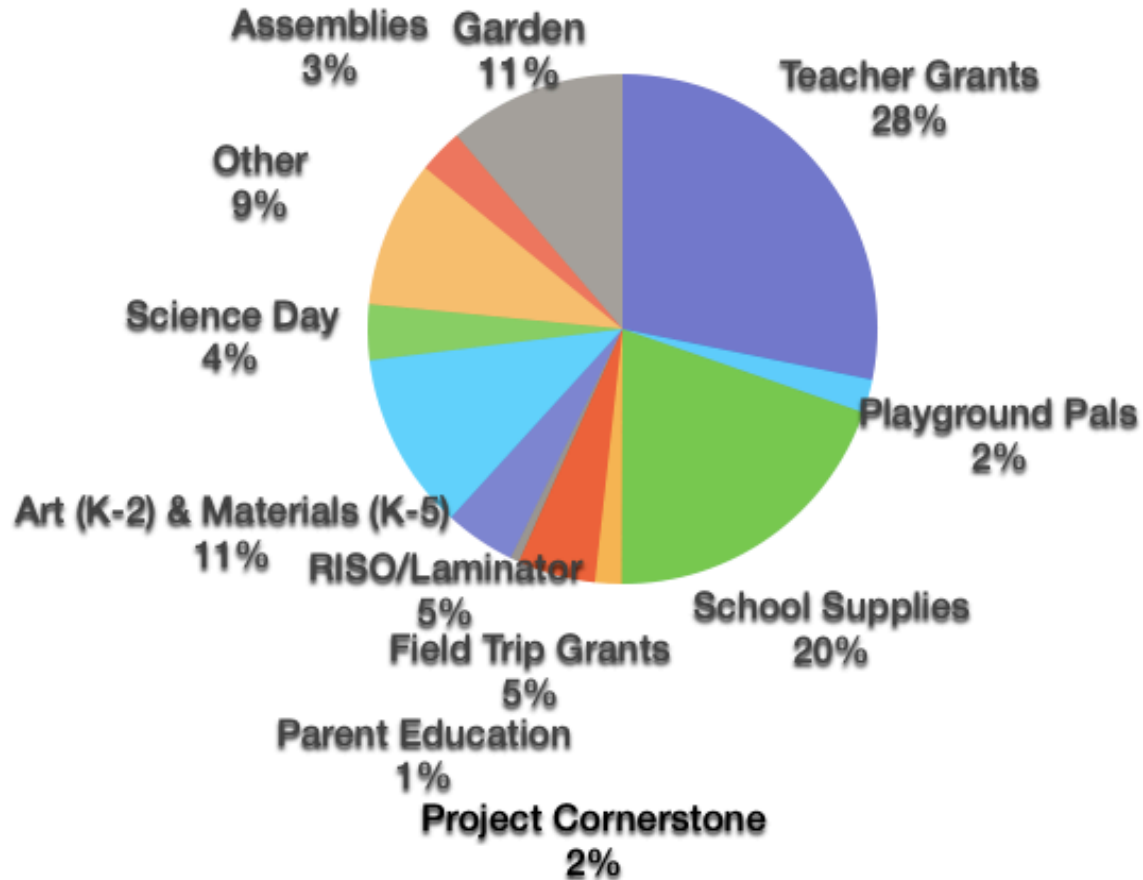
- *Spirit Gear (New Gear this Year)*
- *Read-A-Thon (November)*
- *Artsonia (Year-round)*
- *Flowers/Snacks at Events (Each Event)*
- *Amazon Sales (Year-round)*
- *Bricks (May)*

Ongoing

Complete

Still-to-come

Donations Budget 2017-2018



2016-2017 Audit AUDIT REPORT

Date 10/22/2017 Fiscal Year 2017
 Name of Unit Foothill Elementary PTA IRS EI Number 94-6171942
 Council Out of Council District PTA 6th
 Bank Name Wells Fargo Account # 16088940
 Bank Address 14428 Bio Basin Way City/Zip Saratoga, CA 95070

Dates covered by this audit January 1, 2017 - June 30, 2017
 Check numbers reviewed in this audit 6071-6117

BALANCE ON HAND at time of last audit <u>12/31/2016</u> (date)	\$ <u>73,700.41</u>
RECEIPTS since last audit	\$ <u>12,480.84</u>
TOTAL	\$ <u>86,181.25</u>
DISBURSEMENTS since last audit	\$ <u>38,545.25</u>
BALANCE ON HAND <u>06/30/2017</u> (date)	\$ <u>47,636.00*</u>

BANK RECONCILIATION

Last BANK STATEMENT balance <u>06/30/2017</u> (date)	\$ <u>50,245.67</u>
DEPOSITS not yet credited (add to balance)	\$ <u>0.00</u>
\$ _____ \$ _____ \$ _____	

CHECKS OUTSTANDING (List check number and amount)

#6071 \$277.46	#6072 \$290.78	#6073 \$142.84	#6105 \$290.28	#6107 \$21.71
#6076 \$VOID	#6095 \$VOID	#6104 \$384.51	#6114 \$907.24	#6115 \$261.50
			#6116 To be included in next audit	
			#6117 \$33.25	

TOTAL outstanding checks (subtract from balance)	\$ <u>2,609.67</u>
BALANCE in checking account <u>06/30/2017</u> (date)	\$ <u>47,636.00 *</u>

2016-2017 Audit

Need a motion to adopt this audit.

The following is all that needs to be read when the auditor's report is given:

I have examined the financial records of the treasurer of Foothill Elementary PTA
PTA/PTSA and find them

- correct
- substantially correct with the following recommendations
- partially correct more adequate accounting procedures need to be followed so that a more thorough audit report can be given
- incorrect

Audit completed October 22, 2017

Executive Board Adopted Nov. 16, 2017

Association Adopted _____

Auditor's Signature 

Auditor's Printed Name Sharmi Shah

(Copies: unit president, secretary, and treasurer; council treasurer or auditor and district PTA treasurer or auditor as directed by the district PTA. Attach copy of tax form(s) to next level PTA, if required to file.)

Checks Written

Need a motion to ratify checks 6116,
and 6120-6130 inclusive.

Checks Written

6116	Saratoga Union School District	Inv 1617119, Garden - Bird Brain Technologies	2,451.52
6120	Sixth District PTA	District Administration Fee	50.00
6121	Sixth District PTA (1290 Ridder Park Dr. M/C 214, San Jose, CA 95031)	CA PTA unit insurance	228.00
6122	Saratoga Union School District	teacher's grant fall and membership passthrough	10,288.50
6123	Sixth District PTA	145 new memberships	688.75
6124	PTAEZ	Invoice #4849 - Yearly renew fee	319.00
6125	Denise Zarins	kindergarten splash off	37.66
6126	Misty Davies	garden expense August	1,126.45
6127	Misty Davies	school supplies August	134.04
6128	Attorney General's Registry of Charitable Trusts	2016 RRF	25.00
6129	Margery Tonna	Art Docent Supplies	1,152.36
6130	Anova	donation for fires	1,375.17

Projected Income for 2017-2018

Administration

Convenience Fee Income	95.37		95.37	200.00
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Fundraisers

Amazon Associates	128.30		128.30	300.00
Book Fair	0.00		0.00	5,000.00
Bricks	500.00		500.00	1,000.00
Ceramics	0.00		0.00	1,000.00
Company Matching	1,432.57		1,432.57	7,500.00
Flower/Snack Sales	0.00		0.00	700.00
Membership Unit Due	30.75		30.75	50.00
PTA Annual Gift	26,645.11	34,872	26,645.11	46,200.00
ReadAThon	0.00	6876	0.00	5,000.00
SEF Grant	0.00		0.00	10,000.00
Spelling Bee	240.00	300	240.00	800.00
Spirit Gear	206.20		206.20	800.00

Programs

Directory and Finder	70.00		70.00	80.00
Fall Family Fun Night	4,650.00		4,650.00	5,000.00
Math Team	1,330.00		1,330.00	3,600.00
Musical	60.00		60.00	8,000.00
Robotics Team	0.00		0.00	4,000.00
School Supplies	800.00		800.00	0.00
Year Book	651.54		651.54	6,800.00

25,000

Total Receipts	\$ 36,839.84	\$ 36,839.84	\$ 106,030.00
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Release of Funds for 2017-2018

Administration

			Released	To Be Released
Bank Charge Expense	4.00	4.00	100	100.00
CAPTAEZ, CT fee, tax filing fee	319.00	319.00	450	450.00
Convenience Fee-PayPal	95.57	95.57	185	185.00
District Administration Fee	50.00	50.00	50	50.00
Insurance	228.00	228.00	250	250.00
Last year expense	2,476.52	2,476.52	2476.52	0.00
Office Supply Expense	0.00	0.00	25	25.00

Last Year
Maker
Space

Fundraisers

Book Fair	0.00	0.00	5500	5,500.00	
Bricks	162.50	162.50		250.00	250
Ceramics	0.00	0.00	600	600.00	
Flower/Snack Sales	0.00	0.00	50	50.00	
Marketing	0.00	0.00	300	300.00	
ReadAThon	1,375.17	1,375.17	1375.17	0.00	
Spelling Bee	0.00	0.00	500	500.00	

Anova
Donation

Programs

Art Program and Supplies	1,152.36	1,152.36	8000	8,000.00	
Assemblies	0.00	0.00	1500	2,000.00	500
Directory and Finder	0.00	0.00	1800	1,800.00	
Enrichment Grant	0.00	0.00		3,500.00	3500
Fall Family Fun Night	0.00	0.00	2900	2,900.00	
First Day Welcome Coffee	0.00	0.00	100	100.00	
Garden	3,310.52	3,310.52	8000	8,000.00	
International Night	0.00	0.00		500.00	500
Kindergarten Splash	37.66	37.66	100	100.00	
Maker Space	0.00	0.00	2000	3,000.00	1000

Release of Funds for 2017-2018

Math Team	0.00	0.00	2500	3,500.00	1000
Musical	0.00	0.00	4500	6,000.00	20,500**
Parent Education	0.00	0.00	400	400.00	
Play Ground Pals	0.00	0.00	1000	1,500.00	500
Principal Discretionary Spending	0.00	0.00	500	500.00	
Project Cornerstone	0.00	0.00	1200	1,200.00	
PTA Meeting	0.00	0.00	200	200.00	
RISO & Laminator	0.00	0.00	3200	3,200.00	
Robotics Team	0.00	0.00	3000	3,000.00	
School Supplies	12,567.57	12,567.57	13000	14,000.00	
Science Day & Night	0.00	0.00		2,500.00	2500
Staff Appreciation Week	0.00	0.00		500.00	500
Staff Holiday Lunch	0.00	0.00		300.00	300
Teacher Grant	10,000.00	10,000.00	12000	20,000.00	8000
Teacher Substitutes	0.00	0.00		750.00	750
Variety Show	(325.00)	(325.00)		400.00	400
Visitation Day	0.00	0.00		80.00	80
Year Book	0.00	0.00		6,000.00	6000
Total Expenses	\$ 31,453.87	\$ 31,453.87	\$	102,190.00	
Net Receipts		\$ 5,281.47	\$ 5,281.47	\$	3,840.00

Completely different musical model.
Costs set to break even.

Need a motion to release these funds
as presented.

Announcements

Next parent meeting: February 2018 (Nomination Committee)

- Garden Day and Fab Lab Night once monthly
- Dec. 20 – Musical Read-through
- Dec. 21 – Holiday Sing-A-Long
- Jan. 8 -- School Starts Again
- Jan. 20 – Spelling Bee
- Feb. 9 – PTA Sponsored Magic Bus (Science) Assembly
- Feb. 16 – International Night
- Mar. 16 – Science Day & Night

Big Foothill Welcome to Ms. Roberta Zarea!!!