

St. Mary's School TAPs Agenda

Wednesday, October 18
5:00 PM in MPR

- I. Call to Order
- II. ABC exercise/Opening Prayer
- III. Approval of September Meeting Minutes
- IV. Committee Updates
 - a. Gratitude for Grandparents
 - b. Reading Night
 - c. Restaurant Night
 - d. Quick Draw
 - e. Math Night
 - f. Concessions
 - g. Staff Appreciation
- V. Staff Reports
 - a. Financial Report
 - i. Certificate of Deposit
 - b. Principal Report
 - c. AD Report
 - i. Sound System
- VI. Closing Prayer

TAPS Meeting Minutes

Date: 9/11/2023

Time: 5:00 PM

In Attendance:

TAPS President Allyson Saxton, Vice President Megan Lawrence, Secretary Rachel Bauman
Staff: Karen Jones, Donna Gray, Danielle Gill, Amanda Lauritsen, Taryn Tissiere, Danielle MacZura, Sarah Schopp, Denise Plenert

Parents: Tasha Grundler, Ryan Grundler, Tabitha Brownell, Colton Brownell, Angela Ergott, Julie Wenger, Amanda Bachman, Jackie Trachsel, Kelsi Richardson, Joe Richardson, Katelyn Casner, Adelle Masching

Introduction

The meeting was brought to order with Mrs. Jones explaining the ABC icebreaker exercise. It was followed by everyone in attendance introducing themselves.

New Items

The April meeting minutes were approved by Jackie Trachsel, 2nd by Taryn Tissiere. All in attendance were in favor. Elected officers (President, Vice President, and Secretary positions) were approved by Julie Wenger, 2nd by Amanda Bachman. All in attendance were in favor.

Committee Updates

Allyson provided a brief overview of designated committees, including duties and protocol. She discussed room parent sign ups.

Taryn Tissiere provided an update on this summer's golf outing. We brought in around \$4700 in profits, from mostly sponsorships. Next year's goal is to increase attendance.

Adelle Masching provided an update on upcoming Reading Night. This year's theme is "Tackling Literacy." Students and parents are encouraged to wear orange and blue. There will be cards for each family to fill out with a possible raffle giveaway. The book fair will be set up, along with various activities/reading in some classrooms. Adelle also stated profits from this summer's Bob N Ringo's restaurant night were around \$450. The plan is to schedule a date for Joe's Pizza next.

Julie Wenger spoke about Quick Draw sales. About 127 alumni tickets had been sold so far. She expects totals to increase based on the number of tickets she's had printed and handed out. Jackie Trachsel stated this round's Spirit Wear made around \$730. The group discussed doing another round of orders leading up to Christmas.

Staff Reports

Mrs. Jones discussed Gratitude for Grandparents. Women's Guild will set up and serve breakfast, but are requesting volunteers starting at 6:15 AM. For TAPS members interested, the first Women's Guild meeting is scheduled for Tuesday, September 19th at 5:30 PM.

Mr. Lawrence was unable to attend, but left printouts of mock uniforms for 7th and 8th grade boys' basketball. Cheerleaders will be meeting tonight to be measured. Uniforms plan to be ordered ASAP following budget approval. The next uniforms to be ordered will be girls' basketball, followed by volleyball. We will be hosting regionals and sectionals for both girls and boys basketball this year.

Donna Gray reviewed numbers – totals in each financial account and the major spending of recent months for this month's financial report. Printouts were provided. Amanda Lauritsen discussed the current CD, which was established to meet needs for technology updates. The group will need to decide to cash out or renew prior to November 30th of this year. Donna discussed which expenses come from which type of accounts.

Allyson reviewed this year's proposed budget, reviewing each line item and some teacher wish list items. Each teacher was offered one wish list item of their choosing in proposed budget. Some items may be covered by grant money. Other needs, such as future uniform spending and a new gym floor were discussed for planning purposes. The budget approval was led by Joe Richardson, 2nd by Taryn Tissiere. All present were in favor.

Closing prayer led by Allyson.

Action Item	Assigned To	Deadline
Boys' basketball uniform order	Adam Lawrence	Next Meeting
Cheer uniform order	Adam Lawrence	Next Meeting
Confirm/order teacher wish list items	Karen Jones	TBD
Various committee duties	--	Next Meeting

Upcoming Dates:

Second TAPS Meeting – Wednesday, October 18 at 5:00 PM

Math Night – Wednesday, November 8

Statement of Activities

September 30, 2023

Account Shortcut and Description	Current Month Actual	Same Month Last Year Actual	Current Month Budget	YTD Actual	YTD Last Year	YTD Budget
Income						
Contributions And Development						
4704.03 Draw Down Sponsorship I-04-47-01-4704-03	0.00	0.00	333.33	0.00	0.00	999.99
4704.06 Drawdown Auction and Games I-04-47-01-4704-07	0.00	0.00	1,416.67	0.00	0.00	4,250.01
4704.04 DrawDown Ticket Sales I-04-47-01-4704-04	0.00	0.00	1,916.67	0.00	0.00	5,750.01
4704.05 PTO Golf Outing Income I-04-47-01-4704-05	0.00	0.00	0.00	(30.00)	0.00	0.00
4704.08 Other Revenue I-04-47-01-4704-09	0.00	0.00	0.00	0.00	0.00	0.00
4704.01 PTO PTO fundraising Income I-04-47-01-4704-01	0.00	0.00	0.00	0.00	0.00	0.00
4705.01PTO PTO Fundraising Other I-04-47-01-4705-01	0.00	0.00	0.00	0.00	(150.00)	0.00
4704.02 PTO Quick Draw Income I-04-47-01-4704-02	10,850.00	17,900.00	1,666.67	10,850.00	20,650.00	5,000.01
4704.04 PTO Restaurant Nights I-04-47-01-4704-06	222.50	0.00	41.67	222.50	0.00	125.01
4704.07 Spirit Wear Income I-04-47-01-4704-08	735.00	0.00	41.67	735.00	0.00	125.01
Contributions And Development Totals:	11,807.50	17,900.00	5,416.68	11,777.50	20,500.00	16,250.04
Investment Income						
4801.00GEN Checking & Savings Interest I-04-48-01-4801-00	0.89	1.41	1.25	3.39	3.52	3.75
Other Income						
4910.01TPO Income-Other I-04-49-01-4910-01	0.00	0.00	0.00	15.00	0.00	0.00
Income Totals:	11,808.39	17,901.41	5,417.93	11,795.89	20,503.52	16,253.79
Expense						
Other Expenses						
6407.00GEN Bank Fees E-04-64-01-6407-00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Supplies						
6509.12TPO Back to School Night E-04-65-01-6509-12	0.00	0.00	41.67	451.24	0.00	125.01
6509.03GEN Classroom Accounts E-04-65-01-6509-03	0.00	0.00	633.33	289.63	0.00	1,899.99
6509.09TPO Consumables/Curriculum	0.00	0.00	2,505.42	21,500.00	0.00	7,516.26

Account Shortcut and Description	Current Month Actual	Same Month Last Year Actual	Current Month Budget	YTD Actual	YTD Last Year	YTD Budget
E-04-65-01-6509-09						
6509.08TPO Drawdown Dinner	0.00	0.00	864.58	0.00	0.00	2,593.74
E-04-65-01-6509-08						
6509.04TPO Drawdown Misc	0.00	0.00	135.42	0.00	0.00	406.26
E-04-65-01-6509-04						
6509.07TPO Drawdown Prize Money	0.00	0.00	566.67	0.00	0.00	1,700.01
E-04-65-01-6509-07						
6509.11TPO Field Day Supplies/Transportation	0.00	0.00	83.33	0.00	0.00	249.99
E-04-65-01-6509-11						
6509.10TPO Field Trips	21.00	0.00	500.00	21.00	0.00	1,500.00
E-04-65-01-6509-10						
6509.15TPO Fine Arts Night	0.00	0.00	20.83	0.00	0.00	62.49
E-04-65-01-6509-17						
6509.21TPO GaGa Pit	0.00	0.00	308.33	3,699.00	0.00	924.99
E-04-65-01-6509-22						
6509.05 TPO Golf Outing Expense	0.00	0.00	0.00	0.00	0.00	0.00
E-04-65-01-6509-05						
6509.14TPO Math Night	0.00	0.00	20.83	0.00	0.00	62.49
E-04-65-01-6509-14						
6509.23TPO Misc. Exp.	0.00	0.00	41.67	0.00	0.00	125.01
E-04-65-01-6509-24						
6509.16TPO Moms, Dads, Grandparents Event	40.16	0.00	25.00	40.16	0.00	75.00
E-04-65-01-6509-16						
6502.01TPO Monthly Office Expense	0.00	800.00	0.00	0.00	1,600.00	0.00
E-04-65-01-6502-01						
6509.00TPO Other Expenses	367.50	385.50	0.00	367.50	385.50	0.00
E-04-65-01-6509-02						
6509.17TPO Other Family Events	0.00	0.00	20.83	0.00	0.00	62.49
E-04-65-01-6509-18						
6509.06TPO Quick Draw Misc.	80.35	0.00	12.50	222.25	0.00	37.50
E-04-65-01-6509-06						
6501.02TPO Quick Draw Winnings	0.00	750.00	458.33	0.00	750.00	1,374.99
E-04-65-01-6501-01						
6509.13TPO Reading Night	0.00	0.00	20.83	0.00	0.00	62.49
E-04-65-01-6509-13						
6509.18TPO School Events (CSW, Saints vs Iri	0.00	0.00	0.00	0.00	0.00	0.00
E-04-65-01-6509-19						
6509.01TPO Special Contributions to School	0.00	0.00	0.00	0.00	1,130.11	0.00
E-04-65-01-6509-01						
6509.19TPO Staff Appreciation	0.00	0.00	41.67	0.00	0.00	125.01
E-04-65-01-6509-20						
6509.20TPO Staff Stipends	0.00	0.00	270.83	0.00	0.00	812.49
E-04-65-01-6509-21						
6509.22TPO Teacher Requests (wish list)	0.00	0.00	583.33	0.00	0.00	1,749.99
E-04-65-01-6509-23						
Materials & Supplies Totals:	509.01	1,935.50	7,155.40	26,590.78	3,865.61	21,466.20
Expense Totals:	509.01	1,935.50	7,155.40	26,590.78	3,865.61	21,466.20

Account Shortcut and Description	Current Month Actual	Same Month Last Year Actual	Current Month Budget	YTD Actual	YTD Last Year	YTD Budget
Income - Expense:	11,299.38	15,965.91	(1,737.47)	(14,794.89)	16,637.91	(5,212.41)

Statement of Activities

September 30, 2023

Account Shortcut and Description Income	Current Month Actual	Same Month Last Year Actual	Current Month Budget	YTD Actual	YTD Last Year	YTD Budget
Contributions And Development						
4704.08ATH Booster Bank Interest Income I-05-47-01-4704-08	0.96	0.36	0.42	3.24	1.39	1.26
4704.07ATH Booster Club Donations I-05-47-01-4704-07	0.00	0.00	0.00	0.00	0.00	0.00
4704.06ATH Booster Club Transfers I-05-47-01-4704-06	0.00	0.00	0.00	0.00	0.00	0.00
4704.02ATH Concession Income I-05-47-01-4704-02	0.00	412.00	2,500.00	0.00	412.00	7,500.00
4704.17ATH Earmarked Donation I-05-47-01-4704-17	0.00	0.00	0.00	0.00	0.00	0.00
4704.11ATH Family and Individual Pass Receipts I-05-47-01-4704-11	0.00	100.00	41.67	0.00	100.00	125.01
4704.03ATH Fundraising Receipts I-05-47-01-4704-03	0.00	0.00	0.00	0.00	3,158.00	0.00
4704.01ATH Gate Receipts I-05-47-01-4704-01	0.00	292.00	2,500.00	0.00	292.00	7,500.00
4704.20ATH Golf Outing Games Income I-05-47-01-4704-20	0.00	0.00	16.67	0.00	0.00	50.01
4704.18ATH Golf Outing Green Fees Collected I-05-47-01-4704-18	0.00	0.00	137.50	1,800.00	0.00	412.50
4704.15ATH Golf Sponsorship I-05-47-01-4704-15	0.00	0.00	333.33	0.00	0.00	999.99
4704.14ATH KCT Program Sponsors I-05-47-01-4704-14	0.00	0.00	83.33	0.00	0.00	249.99
4704.21ATH KCT Shootout Income I-05-47-01-4704-21	0.00	0.00	83.33	0.00	0.00	249.99
4704.22ATH KCT/VBE T-Shirt Sales Income I-05-47-01-4704-22	0.00	0.00	125.00	0.00	0.00	375.00
4704.04ATH Other Booster Income I-05-47-01-4704-04	0.00	0.00	0.00	0.00	0.00	0.00
4704.19ATH Restaurant Nights I-05-47-01-4704-19	445.00	0.00	41.67	445.00	0.00	125.01
4704.16ATH Scorer's Table Sponsorship I-05-47-01-4704-16	0.00	0.00	0.00	0.00	0.00	0.00
4704.23ATH Spirit Wear Income I-05-47-01-4704-23	367.50	0.00	41.67	367.50	0.00	125.01
4704.09ATH Tournament Entry Fee Receipts I-05-47-01-4704-09	0.00	240.00	416.67	0.00	240.00	1,250.01
4704.10ATH Uniform Sales Receipts (FACTS/ I-05-47-01-4704-10	593.00	204.96	83.33	593.00	286.20	249.99
Contributions And Development Totals:	1,406.46	1,249.32	6,404.59	3,208.74	4,489.59	19,213.77

Account Shortcut and Description	Current Month Actual	Same Month Last Year Actual	Current Month Budget	YTD Actual	YTD Last Year	YTD Budget
Income Totals:	1,406.46	1,249.32	6,404.59	3,208.74	4,489.59	19,213.77
Expense						
Other Expenses						
6409.21ATH Awards/Banquets E-05-64-01-6409-22	0.00	0.00	37.50	350.00	0.00	112.50
6409.02ATH Booster Club Transfers E-05-64-01-6409-02	0.00	0.00	0.00	222.50	0.00	0.00
6409.09ATH Coaches and Chairperson Gratuiti E-05-64-01-6409-09	0.00	1,900.00	1,431.25	0.00	1,900.00	4,293.75
6409.18ATH Concessions Equipment E-05-64-01-6409-19	0.00	0.00	83.33	0.00	0.00	249.99
6409.04ATH Concessions Product E-05-64-01-6409-04	0.00	395.22	1,250.00	0.00	407.22	3,750.00
6409.17ATH Co-Op Fees (PJH) E-05-64-01-6409-18	0.00	0.00	156.25	0.00	0.00	468.75
6409.16ATH Extra Curricular - Misc. E-05-64-01-6409-17	336.96	0.00	58.33	336.96	0.00	174.99
6409.12ATH Extra Curricular Service Charge E-05-64-01-6409-12	0.00	0.00	0.00	0.00	0.00	0.00
6409.06ATH Extra Curricular-Equipment and S E-05-64-01-6409-06	26.97	192.43	333.33	634.61	433.00	999.99
6409.07ATH Extra Curricular-Fundraising E-05-64-01-6409-07	0.00	0.00	0.00	0.00	2,062.61	0.00
6409.10ATH Extra Curricular-Other Expenses E-05-64-01-6409-10	0.00	178.94	0.00	0.00	178.94	0.00
6409.01ATH Extra Curricular-Transportation E-05-64-01-6409-01	0.00	0.00	0.00	0.00	0.00	0.00
6409.05ATH Extra Curricular-Uniforms E-05-64-01-6409-05	0.00	0.00	1,166.67	871.22	0.00	3,500.01
6409.15ATH Golf Outing Expense E-05-64-01-6409-16	0.00	0.00	93.75	1,083.36	0.00	281.25
6409.22ATH Gym Floor E-05-64-01-6409-23	0.00	0.00	208.33	785.08	0.00	624.99
6409.25ATH IESA Fees E-05-64-01-6409-26	215.00	0.00	291.67	215.00	0.00	875.01
6409.19ATH KCT Expenses E-05-64-01-6409-20	0.00	0.00	41.67	0.00	0.00	125.01
6409.03ATH Refs/Umps/Judges E-05-64-01-6409-03	320.00	1,290.00	2,083.33	2,900.00	3,565.00	6,249.99
6409.13ATH Reimbursement to School E-05-64-01-6409-14	0.00	0.00	0.00	0.00	1,701.96	0.00
6409.24ATH Scholastic Board Buzzer E-05-64-01-6409-25	0.00	0.00	41.67	0.00	0.00	125.01
6409.20ATH School Spirit (8th gr night/pep ralli E-05-64-01-6409-21	173.50	0.00	58.33	623.50	0.00	174.99
6409.23ATH Scoreboard Keypad E-05-64-01-6409-24	0.00	0.00	150.00	0.00	0.00	450.00
6409.08ATH Tournament Entry Fees	0.00	136.00	150.00	0.00	286.00	450.00

Account Shortcut and Description	Current Month Actual	Same Month Last Year Actual	Current Month Budget	YTD Actual	YTD Last Year	YTD Budget
E-05-64-01-6409-08						
6409.14ATH Training/Workshops	0.00	0.00	0.00	0.00	120.00	0.00
E-05-64-01-6409-15						
6409.11ATH Trophies and Medals	0.00	0.00	100.00	0.00	300.00	300.00
E-05-64-01-6409-11						
Other Expenses Totals:	1,072.43	4,092.59	7,735.41	8,022.23	10,954.73	23,206.23
Expense Totals:	1,072.43	4,092.59	7,735.41	8,022.23	10,954.73	23,206.23
Income - Expense:	334.03	(2,843.27)	(1,330.82)	(4,813.49)	(6,465.14)	(3,992.46)