

Jefferson Parent Council

BUDGET Meeting Notes

Thursday, April 23, 2020

5:30 pm, *online via Zoom*

Attendees: Sara Eldridge, Leann Murphy, Kim Patterson, Meghan Wirth, Jason Danielson, Julie Feldman

1. Leann (Treasurer Report):

- Preliminary projections for the end of the current school year show that we will have unspent funds to roll into the 2020/21 school year. We will allow teachers to spend remaining grade level grant funds through Q1 of the next school year (mid-November).
- What is the minimum needed to cover expenses going into the next year? To fund our current expenditures (Teacher stipends, Second Chance Breakfast, Foreign Language as our top three) we need to raise approximately \$4,000 next year: \$2500 from Cash Drive and \$1500 for Foreign language directly.
- Discussed estimated costs, expected income, what to include in the budget or not.
- Keep in mind we are required to maintain at least 2K in the budget each year, according to the JPC bylaws.
- It is important to start the next school year in good financial standing.

2. Read-A-Thon

- If we decide to participate next fall, how should we use the raised funds? We should be specific in planning, but also face much uncertainty right now with the on-going COVID-19 concern.

3. 2021 Gala?

- Expenses are mostly art supplies. Lona should have enough funds dedicated to students' fine art enrichment.

4. Priorities for spending in the next school year

- Should we ask parents via Survey Monkey? How can we get all the email addresses? They are not in the student directory. One option would be to use social media.
- Ask Lona to send a separate email to Jefferson families once per year requesting they sign up for the JPC newsletter.
- Should we ask teachers? We did this already as part of the ambassador program. But we did not get particularly useful feedback.

- If we do another survey, it should be done anonymously so responders feel he/she can be open and honest.

5. Cash Drive

- Should be rolled out first thing in the fall. It should do better than last year since we won't have the Day of Awesomeness to compete with.
- It will be critical to convey need and our plan for using the raised funds.

6. Other budget items

- Scholastic News: much of it is online now, so do we really want to keep paying for hard copies?
- HEF Carnival: Should we continue to participate? Yes, it is great community building, and most other Helena schools participate. But it is difficult to get volunteers at that time of year, and we don't usually raise much money from it. We can NOT include it in the budget for now, then decide whether to participate or not later.

The current budget was adopted as "preliminary," and we will vote on it at the next JPC meeting in May.

7. Teacher Appreciation Day

- Ideas???
- Decided to write thank you cards to teachers and paras and to send Brenda flowers for Administrative Assistants Day (passed). Jason offered to ask Lona for contact information for mailing the cards.