

JPMS PTSA General Meeting

Date | time 09/22/2021 7:00 PM | *Location* Zoom

Meeting called by	Heather Witt	Attendees: see zoom meeting attendance sheet 40 people in attendance
Type of meeting	General Meeting	
Note taker	Kathy Savino	

Agenda Items and Minutes

Agenda Items:

Call Meeting to Order at 7:00 pm

Approval of May Meeting Minutes: Please look in the chat for the link or just look at the shared screen to review last meeting minutes. Motion to approve was made by

https://docs.google.com/document/d/1qNPkCFyegMoR-VyBy9ry2Daoxom_bz8mehKi8RhMEOM/copy

Motion to approve by: Kathy Savino Seconded by: Michele Hobart

Introduce Domenick Fabii

Autism Program Presentation--Thank you for presenting this information

Principal Report:

Welcome

we are working on getting the students settled in for the year, going well

explained "Z" from the report card--it now means 50%, but can still turn in work

Covid/quarantine updates --changing weekly; rapid test in the building with parent permission

thank you for keeping sick kids home, we appreciate it

Volunteer Update: Oct 1--parents will have to do the child abuse and neglect training and prove vaccination status.

Please continue to call and email with questions

President Report

Gratitude to all the parents who support the PTSA for pre-service Staff appreciation

Gratitude for First Day Fun Day--enough pizza for 500 people (students and staff), thank you to the volunteers for that day

MemberHub: about 260 members, when you get a membership with us you get MCCPTA and Free State PTA (mccpta.org, fspta.org (Free State), pta.org (National PTA)

<https://jpms.memberhub.com/dashboard>

October 20: 8th grade parents to hear about the Magnet information and ISP Information

President Elect Report:

Boo Bag Fundraiser update: 91 bags so far, goal was 250

<https://jpms.memberhub.com/store/items/426749>

reach out with any questions

Treasurer Report

2021 FY Financial Review for approval by general membership
file with MCCPTA by 31 October 2021

PTA/PTSA ANNUAL FINANCIAL REVIEW FORM

Fiscal Year Covered by Financial Review: July 1, 20 20 to June 30th 20 21
 Check numbers covered by this Financial Review: Beginning check 1000 Ending check # _____

- 1 BALANCE ON HAND (at time of last Financial Review on June 30th of previous year) \$ 5635.71
- 2 RECEIPTS/INCOME received since last Financial Review. \$ 11,456.74
- 3 TOTAL CASH (add Line 1 and Line 2 together for Total Cash) \$ 17,092.45
- 4 EXPENSES/DISBURSEMENTS since last Financial Review \$ 8,585.27
- 5 BALANCE ON HAND as of date of Financial Review (subtract Line 4 from Line 3) \$ 8,507.18
- 6 BANK STATEMENT BALANCE as of June 30, 20, \$ 8,507.18
- 7 OUTSTANDING CHECKS (write total amount of outstanding checks) \$ -0-

Date of Check	Checks#	Amount of Transaction	Date of Check	Check #	Amount of Transaction

Balance in Checking Account (Subtract Line 7 from Line 5)..... \$ 8,507.18

*** Line 5 and Line 8 must be the same to balance the PTA books to bank account. ***

If receipts reported on line 2 is greater than or equal to \$50,000, and your average gross receipts for the past (3) years are greater than \$50,000, YOU MUST COMPLETE THIS SECTION below to calculate the Gross Income and Total Expenses to be used on your IRS Form 990EZ or 990 (long form). 2 x 4.25 pd to National PTA \$ 1041.25

- 8. Total Members Paid for this Fiscal Year 243 x \$4.25 = (payments made to Maryland PTA) \$ 1032.75
- 9. Subtract line 9 from line 2 to calculate Gross Receipts used for IRS reporting on Form 990 \$ _____
- 10. Subtract line 9 from line 4 to calculate Total Expenses used for IRS reporting on Form 990 \$ _____

PLEASE CHECK ONE:

- We have reviewed the books and find them to be correct.
- We have reviewed the books and found the following problems and or/make these suggestions.
- We have reviewed the books and found significant problems that must be reported to Maryland PTA immediately for assistance.

COMMENTS REQUIRED: If the financial committee finds missing funds, inadequate records, or if standard best practices and accounting procedures are not used, this information must be detailed on attached findings and recommendations.

We have attached our findings/recommendations to this form.

Walter Colburn 7/6/21 Clare McCrae 7/6/21 Anne Marie Hickey 7/6/21
 Reviewer Signature/Date Reviewer Signature/Date Reviewer Signature/Date
Nicole E. Whitman CLARE MCCRAE Anne Marie Hickey
 Printed Name of Reviewer Printed Name of Reviewer Printed Name of Reviewer
Heather P. Witt Mimi July 6, 2021
 Current President's Signature Current Treasurer's Signature Date

A copy of the signed and dated Financial Review Report must be sent to Maryland PTA by October 31st annually. Once a 990 is filed with the IRS, on or before November 15, you must forward an "accepted" copy of the 990N or a complete signed and dated copy of the 990EZ or 990 to Maryland PTA. Include copies of all 990EZ and 990 Schedules.

Maryland PTA
DENNIE FERUSON 7/6/21

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JPMS PTSA Treasurer Report							
22 Sep 2021							
Approved Budget 5/11/2021 Modified 7/15/2021	Prior Year Budget 2020-2021	Prior Year Actuals 2020-2021	Over/(Under)	Approved Budget 5/11/2021	Modified Budget	Current Year Actuals 2021-2022	Over/(Under)
Carryover Balance					\$ 8,507.18		
Income Categories							
Membership/Fundraising	\$ 4,900.00	\$ 7,515.29	\$ 2,486.69	\$ 5,000.00	\$ 5,000.00	\$ 3,013.27	\$ 1,986.73
Programs Events, Donations (f/k/a Miscellaneous)	\$ 2,500.00	\$ 1,395.48	\$ (2,500.00)	\$ 1,000.00	\$ 4,500.00	\$ 453.22	\$ (3,046.78)
Total Inflows + Carryover	\$ 7,400.00	\$ 8,910.77	\$ (13.31)	\$ 6,000.00	\$ 18,007.18	\$ 11,973.67	\$ 3,473.67
Organizational Expenses	\$ 1,415.00	\$ 1,712.25	\$ 297.25	\$ 1,676.00	\$ 2,079.00	\$ 771.75	\$ (1,304.25)
Operating Expenses	\$ 170.00	\$ 100.85	\$ (69.15)	\$ 70.00	\$ 120.00	\$ 73.00	\$ (47.00)
PTA Objectives	\$ 10,520.00	\$ 5,932.74	\$ (4,587.26)	\$ 11,800.00	\$ 12,000.00	\$ 2,153.81	\$ (9,846.19)
Carry Forward Balance					\$ 3,811.18		
Total Outflows	\$ 12,105.00	\$ 7,745.84	\$ (4,359.16)	\$ 13,546.00	\$ 14,196.00	\$ 2,998.56	\$ (11,197.44)
Total Inflows	\$ 7,400.00	\$ 8,782.17	\$ (13.31)	\$ 6,000.00	\$ 18,007.18	\$ 11,973.67	\$ 3,473.67
NET SURPLUS/(DEFICIT)	\$ (4,705.00)	\$ 4,293.22	\$ 4,345.85	\$ (7,546.00)	\$ -	\$ 8,975.11	\$ 14,271.11
Bank Account - JPMS PTSA							
Bank Balance as of 1 Jul 2021	\$ 8,507.18						

Vote on Budget and Financial Review: Poll for passing budget was 100% yes


Any budget changes will be presented to the general membership throughout the year.

Will need 3 volunteers in the spring to review

Secretary Report (SSL Hours Documentation)

Directions for SSL hours from JPMS PTSA Meetings

**It is recommended that the student fill out the SSL form through their mcpsmd.net account. The Kami extension, SSL pdf form, and my email address is easily accessible through their mcpsmd account.

1. The student can either click on this link or email Kathryn.M.Savino@mcpsmd.net from his/her mcps gmail account to ask for the file directly.
<https://drive.google.com/file/d/1ldpQGrUqPzFhagk-wO-jT0S61TbwKuSv/view?usp=sharing>
2. Open the pdf file with the google extension called Kami in your mcps google account. (This is what the Kami extension looks like in your tool bar )
3. Fill in Section 1 and 3. You can use the signature tool to sign the form before turning it in.
4. Save the file to your mcps drive with your name.
5. Open your mcps gmail (#####@mcpsmd.net)
6. Email your saved SSL form as an attachment to Kathryn.M.Savino@mcpsmd.net
7. I will then fill in Section 2.
8. I will then email you back the completed form with Mrs. Kirby on the email so she can record your hours.
9. Please email me at Kathryn.M.Savino@mcpsmd.net if you have any questions.

Committee Reports:

Restaurant Night report--at Basset's tonight, October 6--Mexican Grill fundraiser

Book Club: information about this will be coming out soon

Reflections: K. Hoffner explained what the Reflections Program is. Kick off next week, due date TBD (probably near Thanksgiving.) each program will be judged within the 6 categories. Further communication will be coming soon.

Next Meeting: November 9th at 7 pm on zoom

Adjourned at: 8:02 pm

