

Hilltop PTSA 2023-2024 Meeting Agenda

Date

In Attendance:

Online Sign in sheet: <https://forms.gle/juZWtEcH8sFyaL6B7>

Not a member? Go to <https://tinyurl.com/HT2021join>

Introductions:

Call to Order time: _____

Secretary's report

- Review/Approve Agenda
- Approve Previous Minutes [Feb](#) - {approved/not approved}
- Attendance and Quorum

Treasurer's Report - Emmy

- Revenue & Expenditures {see below}
 - [Reconciliation report](#)
 - [Budget](#)

Principal/Staff Update, needs from PTSA

Scouts' Report/needs from PTSA - Laura/Jamie

Program/Event Reports & Discussion

Hilltop Activity Calendar <http://tinyurl.com/HTactivities> {see below}

ESD Calendar <https://www.edmonds.wednet.edu/calendar>

- Read-a-thon - 2/26-3/22
- Basket Raffle - 4/18
- Parent Appreciation - April 12?, May 17?, June 7?
- Grounds Clean Up - 4/14
- Staff Appreciation week - 5/6-5/10
- Movie Night - tentative 5/17

President's Report/continued board business

- Announcements
- Training Requirements
- Docs to review

New Business

Adjournment time: _____

Minutes recorded by: _____

Bank Account: Primary Checking Account

Reconciliation 02/29/2024

Reconciled Date: 03/12/2024

Bank Statement Ending Date: 02/29/2024

Bank Statement Ending Balance: \$61,947.65

✓ These deposits cleared the bank during the period ending 02/29/2024.

Date	Reference		Details	Deposit
02/08/2024			Deposit	\$42.50
02/27/2024			Deposit - Roundtable Pizza fundraiser night	\$430.00
02/28/2024			Deposit	\$1,531.46
Total				\$2,003.96

✓ These withdrawals cleared the bank during the period ending 02/29/2024.

Date	Reference		Details	Withdrawal
12/07/2023	6292		Sharon Sloan	-\$40.26
01/09/2024	6299		Debbie O'Brien	-\$106.00
02/08/2024	6303		Deborah Fournier	-\$553.52
02/08/2024	6304		Sarah Allsop-Fine	-\$359.00
02/08/2024	6305		Monisha Polamerasetti	-\$57.86
02/08/2024	6306		Jennifer Blackstone	-\$98.03
02/08/2024	6307		Jennifer Blackstone	-\$67.49
02/08/2024	6308		Mark Randall	-\$299.00
02/08/2024	6309		void	
02/27/2024	6312		Michelle Collins	-\$3,135.59
Total				-\$4,716.75

⊗ These withdrawals had not cleared the bank as of 02/29/2024.

Date	Reference		Details	Withdrawal
06/16/2023	6245		Andriana Haugh	-\$63.98
02/08/2024	6310		Anne King	-\$190.89
02/27/2024	6311		Hilltop Elementary	-\$375.00
Total				-\$629.87

Statement Opening Balance	\$64,660.44
Plus: 3 cleared deposit(s)	\$2,003.96
Minus: 10 cleared withdrawal(s)	<u>-\$4,716.75</u>
Bank Statement Ending Balance	\$61,947.65
Plus: 0 uncleared deposit(s)	\$0.00
Minus: 3 uncleared withdrawal(s)	<u>-\$629.87</u>
MoneyMinder ending balance	\$61,317.78

Reviewed by:

Name: _____ Signature: _____ Date: _____

Hilltop Elementary PTSA FY 2023

Treasurer's Report

02/01/2024 - 02/29/2024

2023-2024 Budget Proposal for Hilltop PTSA	Income	Expenses	Year to Date	Net Budget	More/-Less
Funds available at beginning of financial year (07/01/2023)	-	-	-	\$50,000.00	-\$50,000.00
2023-2024 Budget Proposal for Hilltop PTSA Totals	-	-	-	\$50,000.00	-\$50,000.00
Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Fall Fundraisers					
Fun Run Donations	-	-	\$27,589.11	\$17,500.00	\$10,089.11
Cards for a Cause	-	-	-	\$500.00	-\$500.00
Fall Fundraisers Totals	-	-	\$27,589.11	\$18,000.00	\$9,589.11
Spring Fundraisers					
Raffle/Auction	-	-	-	\$4,800.00	-\$4,800.00
Comedy Night	-	-	-	\$75.00	-\$75.00
Read-A-Thon	-	-	-	\$6,000.00	-\$6,000.00
Spring Fundraisers Totals	-	-	-	\$10,875.00	-\$10,875.00
Year Round/ Passive Fundraisers					
Spirit Wear	-	-	\$94.64	\$200.00	-\$105.36
Fred Meyer Rewards	\$42.50	-	\$129.15	\$100.00	\$29.15
Honest Mocha Partnership	-	-	-	\$20.00	-\$20.00
Donations	\$1,961.46	-	\$4,719.39	\$3,000.00	\$1,719.39
Year Round/ Passive Fundraisers Totals	\$2,003.96	-	\$4,943.18	\$3,320.00	\$1,623.18
Fundraising Totals	\$2,003.96	-	\$32,532.29	\$32,195.00	\$337.29
Staff/ School Support	Income	Expenses	Year to Date	Net Budget	More/-Less
School Program Support					
Jump Start/1st Day of Kindergarten	-	-	-\$51.44	-\$100.00	\$48.56
Assemblies	-	-	-\$104.29	-\$900.00	\$795.71
Field Day	-	-	-	-\$100.00	\$100.00
Multicultural Events	-	-	-	-\$250.00	\$250.00
STEAM events	-	-	-	-\$1,250.00	\$1,250.00
Yearbook	-	-	-	-\$200.00	\$200.00
Recorders for All Students (until 2026-2027 school year)	-	-	-\$362.25	-\$500.00	\$137.75
School Program Support Totals	-	-	-\$517.98	-\$3,300.00	\$2,782.02

Admin	Income	Expenses	Year to Date	Net Budget	More/-Less
Board + Membership training					
PTA Convention	-	-	-	-\$450.00	\$450.00
Hospitality	-	-	-	-\$250.00	\$250.00
PTSA Giveaways	-	-	-	-\$150.00	\$150.00
PTSA Speakers	-	-	-	-\$200.00	\$200.00
PTSA Board Identification Merch	-	-	-	-\$150.00	\$150.00
Summer Board Planning Session	-	-	-	-\$400.00	\$400.00
PTSA Board Appreciation	-	-	-	-\$250.00	\$250.00
Board + Membership training Totals	-	-	-	-\$1,850.00	\$1,850.00
Grants					
Single Year Program Grants	-	\$1,033.00	-\$2,405.15	-\$5,000.00	\$2,594.85
Art Grants (restricted line)	-	-	-	-	-
Grants Totals	-	-\$1,033.00	-\$2,405.15	-\$5,000.00	\$2,594.85
Administrative items					
Annual Fees (website, software, Moneyminder, etc)	-	-	-\$396.96	-\$400.00	\$3.04
Supplies	-	-	-\$230.01	-\$5,000.00	\$4,769.99
Bond/Liability Insurance	-	-	-\$225.00	-\$550.00	\$325.00
PayPal Fees. Uncategorized	-	-	-	-\$100.00	\$100.00
Banking Fees and Interest	\$0.09	-	\$8.92	-\$80.00	\$88.92
Non Profit Filing Fees	-	-	-\$109.99	-\$160.00	\$50.01
Membership (dues and supplies)	-	-	\$104.13	\$100.00	\$4.13
Special Awards (Golden Acorn/Husky Hero)	-	-	-	-\$150.00	\$150.00
Previous FY uncashed checks	-	-	-	-\$200.00	\$200.00
Accessibility	-	-	-	-\$500.00	\$500.00
Administrative items Totals	\$0.09	-	-\$848.91	-\$7,040.00	\$6,191.09
Admin Totals	\$0.09	-\$1,033.00	-\$3,254.06	-\$13,890.00	\$10,635.94
Grand Totals					
	\$2,004.05	-\$5,136.38	\$18,619.56	\$30,405.00	-\$11,785.44

Bank Account Balances	02/01/2024	02/29/2024	Last reconciled	Summary for the Period	
Primary Checking Account	\$64,450.20	\$61,317.78	02/29/2024	Starting Total	\$76,824.04
Savings Account	\$11,273.68	\$11,273.77	02/29/2024	Income	\$2,004.05
Checking - Scouts Pack 64	\$1,100.16	\$1,100.16	02/29/2024	Expenses	-\$5,136.38
Totals	\$76,824.04	\$73,691.71		Ending Total	\$73,691.71
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>					

Submitted by:

Name: _____ Signature: _____ Date: _____

Hilltop School Activity Calendar for 2023-2024 updated 2/8/2024

For detailed calendar information go to www.edmonds.wednet.edu/hte
Events and times may change. Throughout the year events are added and removed.

- KEY**
- No School
 - "Half Day" early release
 - 75 minute early release
 - End of Quarter
 - Spirit Days
 - PTSA meeting

DECEMBER						
M	T	W	Th	F	S	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
Winter Break						
25	26	27	28	29	30	31
Winter Break						

JANUARY 2024						
M	T	W	Th	F	S	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY 2024						
M	T	W	Th	F	S	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

MARCH 2024						
M	T	W	Th	F	S	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL 2024						
M	T	W	Th	F	S	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY 2024						
M	T	W	Th	F	S	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

JUNE 2024						
M	T	W	Th	F	S	Su
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

FONTS KEY

PTSA Events

School Events

Student Council Events

Feb 8	PTSA Meeting 6:30-8pm in Library
Feb. 9	Skate Night 5-7pm
Feb 12-16	Student Council Kindness Week
Feb 19	NO SCHOOL - Presidents' Day
Feb 20	NO SCHOOL - Presidents' Day Break
Feb 23	Student Council SPIRIT DAY
Mar 5	Multicultural Dinner 6-7:30
Mar 7	Kindergarten Kick off 6:30
Mar 13-14	½ Day Conferences
Mar 14	PTSA Meeting 6:30-8pm in Library
Mar 15	NO SCHOOL - Staff Work Day
Mar 29	Student Council SPIRIT DAY
Apr 1-5	NO SCHOOL - Spring Break
Apr 11	PTSA Meeting 6:30-8pm in Library
Apr 13	Spring Campus Clean Up
Apr 18	Open House & Basket Raffle
Apr 26	Student Council SPIRIT DAY
May 4 or 5	Hilltop Day at the Aquasox
May 6-10	Staff Appreciation Week
May 23	PTSA Meeting 6:30-8pm in Library
May 24	NO SCHOOL - Staff Work Day
May 27	NO SCHOOL - Memorial Day
May 30	Reading Night
May 31	Student Council SPIRIT DAY
May 2	Hilltop Day at the Mariners
June 4	5th & 6th grade band & orchestra concert Time TBA
June 14	Student Council SPIRIT DAY
June 14	Send off to Summer & PTSA MEETING 5-7P
June 19	NO SCHOOL - Juneteenth
June 24	Last Day of School – ½ Day

possible future events!

Staff Appreciation Lunches (Monthly/Bimonthly)

Read-a-thon (Feb?)

Music Concerts

Student Council Can food drive

STEAM day

Field Day

Volunteer Tea

Hilltop Hero/Golden Acorn Awards (June)

Parent Appreciation (Moms&Muffins, Dads&Donuts, etc)

Faith days to note

Yom Kippur (sunset Sept 24 - 25)

Diwali [Festival of Lights] (Nov 12)

Hanukkah (sunset December 7 – 15)

Christmas (Dec 25)

Ash Wednesday (February 14)

Ramadan first days (sunset Mar 10 - 11)

Maundy Thursday (March 28)

Easter (March 31)

Eid al-Fitr - End of Ramadan (sunset April 9-10)

Hilltop Elementary PTSA meeting sign in sheet
Not a Member? Join at www.HilltopPTSA.org

[illegible]