



Welcome to the CFI84 PTSA Meeting!

- We're glad you're here!
- We will begin promptly at 6:05pm.
- If you're joining on Microsoft Teams, please ensure your name is displayed. All attendees will be muted.
- If you're in-person, please introduce yourself to someone you do not know.
- If you are unfamiliar with our Essential Agreements & Procedural Norms, please review them now via the link in the chat.

CFI84 PTSA Meeting Agenda



- Welcome
- Essential Agreements & Procedural Norms
- May 2025 Minutes Approval
- Treasurer Report & 2025/26 budget approval
- Principal Miller's Report
- Committees & Coordinators
- Upcoming events & Volunteer opportunities
- Motion to Adjourn

Essential Agreements & Procedural Norms

Your continued presence at this meeting affirms your commitment to adhere to these Agreements & Norms.



Essential Agreements Mapped To...	Procedural Norms
Transparency & Responsiveness: We want to be transparent in our norms and work, and responsive to all questions and comments.	• Minutes will be taken in line with nonprofit norms and shared in a timely manner with the entire school community. • An anonymous feedback survey will be offered after every meeting. • Questions not answered in the meeting and placed in the Chat, or sent in the survey, will be responded to in a timely manner. • Questions that address topics over which we have no decision-making power or control will be directed to the appropriate parties.
Trustworthiness: We want our meetings to be a safe space where everyone feels free to share.	• Voting will be anonymous. We'll use Microsoft Teams while virtual. • Comments made by someone other than yourself may not be used outside this space. • Comments and questions may only include your own voice.
Inclusivity: We want to be an organization that is designed with the inclusion of all people in mind. We shall do our best to break down all barriers to inclusion.	• When presenting or sharing, speak as if your audience is completely new to the topic at hand. We have new parents and staff join our meetings all the time. • Committees will remain open to new members.
Respect: We want to be respectful of ideas that are shared and the people who share them. Disagreement is okay, but we can disagree while adhering to the agreements and norms we have established as a group.	• Name-calling, bullying and harassment will not be tolerated at Board or Committee meetings. A reminder to our commitment to adhere to these norms will be given. If the behavior continues, the offending individual may be muted and/or removed from the current and future meetings.
Commitment to the Work: We want our Board and Committee meetings to be efficient and effective.	• We will reaffirm our adherence to these Agreements & Norms at the beginning of every meeting. • We will begin and end on time. Those who join late will be admitted and private messaged the Agreements & Norms. If you choose to stay, you are agreeing to adhere to them. • The CFI84 PTSA, and its committees/coordinators, have specific scopes of work. All officers, chairs, coordinators, members and volunteers who choose to engage in the work agree to support its implementation. Anyone working against the work may be removed or barred from meetings, emails, etc.

May 12, 2025 Minutes Approval



- Discussion:
- Motion To Approve:
 - 1st: Jess D.
 - 2nd: Katherine Castro
 - Vote: 11 Yes 0 No

Remember that only PTSA members may vote.

Meet the Officers!



President: Jackie Verbeten
Harry (3rd Grade) and Luke
(2nd Grade)

Secretary: Alex Peck
Jack (4th grade) and
Molly (2nd grade)



Vice President: Brittany Mann
Alex (2nd grade) and Mackenzie (K)



Treasurer: Blair
Bellamy
Riley & Dylan (3rd
grade), Avery &
Alexis (8th grade)





Treasurer Report - 24/25 budget

INCOME	ACTUAL 2023-24	ACTUAL 24-25	BUDGET 25-26
RTW Fundraiser	\$ 57,003	\$ 58,256	\$ 50,000
Golf and other Fundraisers	9,780	\$ 5,260	5,000
Dine-To-Donate	484	\$ 1,211	1,000
Rewards Programs (Amazon, Kroger, Box Tops)	258	\$ 126	
PTSA Dues	193	\$ 936	300
Investment Income	247	\$ 46	
Chit Chat Book	1,164	\$ -	
Miscellaneous Giving		11,900	
TOTAL INCOME	\$ 69,129	\$ 77,735	\$ 56,300



Treasurer Report - 24/25 budget

EXPENSES

Fundraising Expenses	ACTUAL 2023-24	ACTUAL 24-25	BUDGET 25-26
RTW	\$ 8,748	\$ 8,538	\$ 8,000
Chit Chat Book	1,125	-	-
Gift to BRMS	3,105	25,000	-
Equity Fund Donation	15,551	8,958	8,000
Total Fundraising Expenses	\$ 28,529	\$ 42,496	\$ 16,000
Student Programs & Support	ACTUAL 2023-24	ACTUAL 24-25	BUDGET 25-26
Field Experience	\$ 14,805	\$ 9,166	\$ 12,000
8th Grade/5th Grade Recognition	255	\$ 619	700
Veterans Day Program	64	\$ -	
New Family Welcome/Popsicle Social	1,862	\$ 633	700
Discovery Days	1,424	\$ 469	1,000
Family Movie Night	1,020	\$ 891	900
Student Newspaper	2,651	\$ -	
Grade parent stipend	431	\$ 267	700
Class shirts	-	\$ 970	1,000
Orchestra Supplies	517		
Total Student Support	\$ 23,028	\$ 13,015	\$ 17,000



Treasurer Report - 24/25 budget

Teacher Support	ACTUAL 2023-24	ACTUAL 24-25	BUDGET 25-26
Classroom Supplies (\$300)	\$ 6,141	\$ 7,950	\$ 8,100
Hospitality & Teacher Appreciation	662	766	1,000
Principal Miller's Staff Morale Fund	1,720	500	500
Teacher Workshops	876		1,000
Total Teacher Support	\$ 9,399	\$ 9,216	\$ 10,600
School Support	ACTUAL 2023-24	ACTUAL 24-25	BUDGET 25-26
Landscaping & Outdoor Play Spaces	\$ 2,861	\$ 575	\$ 3,000
Staff Lounge Improvement	108		500
Aquarium expenses (Reef)	1,517	975	1,500
Other	100		
Total School Support	\$ 4,586	\$ 1,550	\$ 5,000
Administrative	ACTUAL 2023-24	ACTUAL 24-25	BUDGET 25-26
Bond insurance	\$ 1,912	\$ 2,251	\$ 2,251
Zoom account membership	150	160	160
CheddarUp	360	360	360
Texting Services	834	454	454
Wix Website	12	348	348
Miscellaneous expenses	1,219	-	-
PTSA Quickbooks and stamps	320	378	378
Total Administrative Expenses	\$ 4,807	\$ 3,951	\$ 3,951



Treasurer Report - 24/25 budget

TOTAL INCOME AND DONATIONS

TOTAL EXPENSES

NET INCOME (EXPENSE)

ACTUAL 2023-24	ACTUAL 24-25	BUDGET 25-26
\$ 69,129	\$ 77,735	\$ 56,300
70,349	70,228	52,551
\$ (1,220)	\$ 7,507	\$ 3,749

NET ASSETS

Checking (As of 08-11-25)	\$ 65,281
Outstanding Checks and checks to be written	(9,996)
Money Market (As of 8-11-25)	27,759
CheddarUp Transfer	9,310
TOTAL NET ASSETS	92,354
"Rainy Day" Reserves	(10,000)
Restricted Assets	(1,660)
AVAILABLE NET ASSETS	\$ 80,694



Treasurer Report

Motion to Approve



- Discussion:
- Motion To Approve:
 - 1st: Katie Gray
 - 2nd: Melissa Warth
 - Vote: 11 Yes in person; 2 Yes virtual

Remember that only PTSA members may vote.

Treasurer Report



- Reimbursement process
 - A reimbursement form is included on our website.
 - This form will need to be completed, receipts included, and sent to the PTSA Treasurer email (ptsa84.treasurer@gmail.com).
 - Checks will be cut as soon as administratively possible.
 - Checks will be left with Pam in the office and you will be responsible to get those checks. We will only be mailing vendor specific checks.

Principal Report



Great start to the school year!

- Volunteer Forms
- Parent Coffee
- PYP Night
- BOY Testing





Committees & Coordinators

Committees	2025-2026
Gardening & Outdoor Spaces	Paige Cardamon & Jen, SEEKING ADDITIONAL
Hospitality & Teacher Appreciation	OPEN
Fundraising	Lindsay Dodyk, Stephanie Kime, Jes Daszkiewicz, Lisa Noe, Stefanie Collier & Kaela Cusack
Book Fair	Punam Lively & Julie Gulden
New Family & Community Support	Abigail Black & Chelsea Carpenter
Coordinators	2025-2026
Volunteer Coordinator	Valerie Brod
Movie Night	Julie Gulden & Melissa Warth
Chit Chat Coordinator	Melissa Warth
Dine to Donate	Jen Colson- Estes
Grade Parent Coordinator	Katherine Castro
Spirit Wear	Tanya Couvillion
Parent Copy & Coffee	Jes Daszkiewicz



Fundraising

- Overview of plan for 2025/2026 school year
- Goal: 100% participation

Every family, every way!

SCAN HERE



- ✓ Fill out the survey
- ✓ Volunteer on a committee
- ✓ Connect us with a business or donation
- ✓ Host a Parent Party
- ✓ Attend an event

Rock the World Silent Auction

- What is it?
 - Annual auction held in conjunction with the Rock the world fundraiser
 - Bidding is done online with items in person
- Want to get involved?
 - Jes stepping down from chairing the auction and looking for chair/co-chairs to take over
 - Volunteer to help contact businesses in person/email
 - Join our day of canvassing local businesses
 - Working spreadsheet with business contacts, notes, previous donations
 - Timeline of to-do's from beginning to set-up and end of event



Past success

Feb 2025: \$21,241

Feb 2024: \$18,960

Feb 2023: \$20,894



Parent Coffee & Copy



- Coordinator: Jessica Daszkiewicz
 - Jessicadasz@gmail.com
- Parents meet monthly in the parent center after drop off to complete various tasks left by the teachers.
 - Examples: Making copies, laminating, cutting, organizing, weeding etc.
- Sign up to help on sign-up genius!
 - <https://www.signupgenius.com/go/10c0f4ca5ae2aabfecf8-cfi84rolling#/>

Reach out to Jessica Daszkiewicz with any questions!



Grade Parent Coordinator



- Coordinator: Katherine Castro (katherine.castro@gmail.com)
- What does a Grade Level Parent do?
 - Two-Three parents from each grade serve as a communication liaison between both teachers of that grade and the families
 - Plan winter and end-of-year parties

If you are interested in being a grade level parent, please email Katherine Castro.



Chit Chat Book



- School Directory, opted in by parents/guardians
- Also advertises any parent-owned business (\$200 full page, \$100 half page, \$50 quarter page) and MYP businesses (FREE!)
 - Please email Melissa Warth at missytruong@gmail.com if interested!
- They will be printed this year! Cost will be \$5 a book, and a free electronic version will be made available.



Spirit Wear!

- Fall 2025 Store
- Fundraising
- Bulk Items (Water Bottles, Coffee Mugs, Stickers)
- 5th Grade limited Run

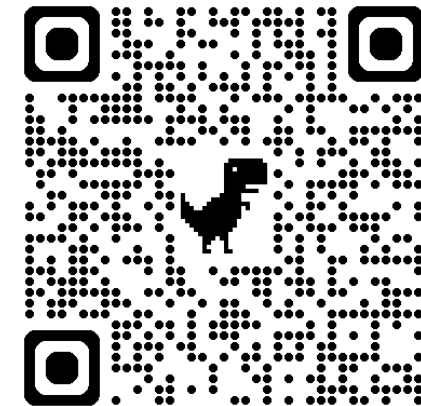


Class T-Shirts

Each year classrooms at CFI create a class t-shirt!

Every student will receive a shirt. For those who can, we would ask for a \$10 donation per student to cover the costs.

Please contribute here or via the link in Toddle:





Book Fair Committee

- Punam Lively ppatel610@gmail.com and Julie Gulden Julie.gulden@gmail.com
- Alongside Ms. Loftus, organize 2 book fairs (Fall & Spring) for the school. Tasks include working on timing, location, vendors, and payment coordination.
- Fall Book Fair Monday, September 22 - Friday September, 26
- Sign-Ups for Book Fair shifts will be coming soon!

Lost & Found

- The Lost and Found Center is located in the basement of the school as the base of the stairs before the cafeteria and across from the bathrooms.
- Students can look in the morning or by teacher permission.
- Parents can look during community meetings.
- Contact Debra Foley, Lost & Found Coordinator for assistance- debra.altman@gmail.com.



Open Committees 2025-2026



- Hospitality and Teacher Appreciation

Assures the staff lounge is stocked with necessary items, plans and executes Teacher Appreciation week (May), organizes meals for staff on Parents-In-Touch and Student-Led Portfolio Conference days, organizes Veteran's Day Programming (November)

If interested, please email the PTSA cfi84ptsa@gmail.com

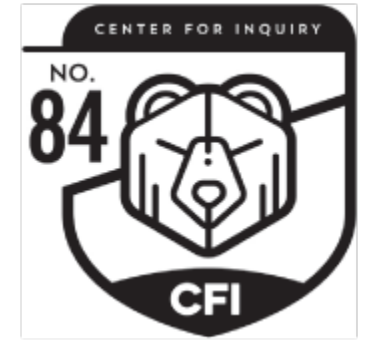




Events & Volunteer opportunities

MANY upcoming opportunities to support our school and kids!

- Tuesday August 19th: Parent Coffee & Copy
- Thursday August 21st: PYP Night
- Friday September 19th - Kids Night In
- Thursday September 18th - Parent Coffee & Copy
- Monday September 22 through Friday September 26 - Book Fair
- Friday October 3rd- Family Movie Night
- Monday October 6th - Parent Coffee & Copy
- Wednesday November 12th - Parent Coffee & Copy
- Friday December 12th – Parent Coffee & Copy



VOLUNTEER



Please make sure you complete the new IPS Volunteer form. You need to do this annually.

Interested in getting text updates? Text “CFI84” to 844-403-1950



Reminder to please
pay your PTSA dues





Motion to Adjourn

- Discussion:
- Motion To Approve:
 - 1st: Julie Gulden
 - 2nd: Tanya Couvillion
 - Vote: 13/13 yes in person

Anonymous Feedback:



Remember that only PTSA members may vote.

