

# Chatham Grove Elementary PTA – General Board Meeting Minutes

Date: October 7, 2025

Time: 5:30 PM – 7:00 PM

Location: CGE Media Center

Zoom: <https://zoom.us/j/97681275493?pwd=cTmm7ClI1rquJPAU36C3YvwEUdNqgD.1>

Meeting ID: 976 8127 5493, Passcode: 677238

## 1. Welcome & Call to Order (5 min)

- Meeting called to order at 5:36 PM by 10/7/2025

## 2. Attendance

### PTA Board/Chairs

Shana Perry (President)	X	Kelsey Bakis (Teacher Grants)		Bea Love-Perry (Member at Large)	
Mairead Resch (Vice President)	X	Sara Sullivan (Staff Affairs)		Morgan Callahan (Audit)	X
Sarah Paxson (Treasurer)	X	Julie Sides (Member at Large)	X	Kinley Reeves (Audit)	X
Mary Chandran (Secretary)	X	Rachel Suddes (Member at Large)		Stephanie Barnes (Audit)	X
		Nate Hess (Audit)		Katie Smith (Communications)	X
		Liz Pedraza (Thrift)		Ashton Blue (Advocacy)	
		Kyle Warren (Spirit Wear)		Sarah Yates (Class Reps)	
		Jessi Del Sarto (Hospitality)		Jordyn Thie (Teacher Rep)	X
		Jennifer Abbott (Student Council)	X		
		Dr. Janice Giles (Principal)	X		

## 3. Principal's Reports (10 min)

### School Safety Procedures & Training:

- Staff trained through RSM for various safety events.
- Parents automatically receive emergency notifications if already subscribed to school/district communications (e.g., CGE Sunday message, district Friday calls).
- Student drills: monthly fire drills, three lockdown drills per year, and a statewide tornado drill in March.
- Additional details were shared in the October 12th message from Dr. Giles.

### District Funding Update & PTA Contributions

- District funding has decreased for multiple reasons.
  - District per-student funding reduced from \$90 → \$45, prioritizing preservation of teaching positions.
  - Class sizes remain low and favorable for instruction (K: 17–18 | 1st: 15 | 2nd: 18–19 | 3rd: 15 | 4th: 21–22 | 5th: 22–23)
- Approximately \$28,000 in PTA funds used for:
  - Foundations workbooks, copy paper, and general office/instructional supplies (e.g., art materials).

#### 4. President's Report (10 min)

- Approval of Minutes: September 2, 2025 PTA meeting minutes approved. (Motion: Mairead Resch | Second: Sarah Paxson)
- Voting on New Term Limits (per NCPTA Bylaws)
  - Options considered:
    - 2-year term limit for all officers (now–2027)
    - 2-year term limit starting next year (2026–2028)
    - Variable for current year (1- or 2-year term), then 2-year limit going forward
  - Officers may not serve more than 2 consecutive terms (4 years total).
  - Vote: Option 3 selected. Motion: Mairead | Second: Sarah | No objections | Passed.
  - Boosterthon (10/8–10/16): Major annual fundraiser; proceeds will fund playground enhancements.
- Open Chair Positions: Several positions still need nominations ASAP.
- Funding Request – Box Out Bullying Assembly (Grades 3–5)
  - Request by Jessica Allen.
  - Quote: \$1,090 (includes travel, accommodations, study guides, presentation, and school gifts).
  - Program: [www.boxoutbullying.com](http://www.boxoutbullying.com).

#### 5. Treasurer's Report (5 min)

- Budget report (see attached)
- Available funds for student council – Gator Bash, \$2000
- Student council request for funds towards Trunk or Treat –council can submit a request for candy sponsorship

#### 6. Audit Report (5 min)

- None at this time. Monthly financial report attached.

#### 7. Focused Discussion Topics (20 min)

- Parent Volunteer Groups at school. Will need to evaluate areas that need help and how to coordinate training
- Thrift Shop Overview & Need for Engagement
  - School currently has the lowest fundraising and volunteer hours in the county.
  - Goal: Increase volunteer participation to raise more funds for the school.
  - All net profits are distributed to schools based on volunteer hours (~\$7.50/hr)
- Proposed Strategies & Ideas for Thrift Shop Engagement:
  - Each room parent to organize two volunteer dates per school year (first come, first served).
  - Recruit more trained supervisors (2-hour training required) to expand available shifts—currently only 3.
  - Allow 4th and 5th graders (ages 10+) to volunteer; consider class competitions.
  - Encourage group volunteering (choir, student council) and weekend opportunities.
  - Involve grandparents, neighbors, or other community members with flexible schedules.
  - Offer alternative to volunteering – make a monetary donation equivalent to funds earned through volunteer hours.
  - Create parent incentives
  - Class competition (pizza party for most volunteers/donations).
  - Volunteer/donation raffle entries for prizes or events
  - Use a progress thermometer to visualize goals and achievements
  - Track volunteer hours through school tallies.
  - Promote engagement via social media posts and student council videos highlighting thrift shop activities.

## **8. Standing Committee Reports (20 min, 3 – 4 min per committee)**

- Fall “Give Back”: Trunk or Treat - Kyle Warren - First event! October 24<sup>th</sup> - Working to get businesses or parents to host a trunk
- Dining for Dollars (Lauren McIntyre): No updates
- Advocacy (Ashton Blue/Ashlyn Ritter): No updates
- Members at Large (Julie Sides/Rachel Suddes/Bea Love-Perry): No updates
- Thrift Store (Liz Pedraza/Jessi Merritt): See discussion above
- Communications (Katie Smith): Please use this form for any communications that need to go out: [25-26 Social Media Posting](#)
- Student Council (Jennifer Abbott): Elections done! Google doc to communicate with the council. Meetings not set yet – after school
- Holiday Lights: Committee members needed, Market (Adult & Student), decorating, Food Trucks, Art & Music communications and help with projects. Scheduled for Dec 12. Working on sponsors for the event.
- Garden/Beautification (Jessica Davis/Sarah Frost): Garden beds have been removed to make space for the Gaga Ball Pit.
- Jordyn Thie/Teacher Rep: No updates

## **9. Open Discussion & Parent Questions (15 min)**

- Crossing at Andrews Store road concerns shared
- Lunch volunteering – now that school is fully-staffed that is no longer needed for duty-free lunch
- General volunteering – brainstorming ways to increase parent involvement at the school that are helpful to the staff. Need to identify where the greatest needs are and then train parents for those roles.
- Playworks proposed for guiding recess play and behaviors – 1-day training for teachers and parents (\$6000). 4 days on-site recess reboot (\$13,500). Most schools support this with a grant. Powerpoint for information is attached.

## **10. Upcoming Dates**

- Dining for Dollars: Oct 7th Raising Canes
- Walk & Roll to School Day: 10/8
- Boosterthon: 10/8-10/16 (Fun Run) – times for runs will come out in the next Sunday message
- Trunk or Treat: 10/24 5-7pm
- Holiday Lights: 12/12
- CGE Spirit Day: Every Friday!

## **11. Action Items & Next Steps (5 min)**

## **12. Adjournment**

Meeting adjourned at 7:07PM.

# Chatham Grove Elementary School PTA FY 2025

## Income and Expense Compared to Annual Budget

07/01/2025 - 06/30/2026

October 7, 2025 Treasurer's Report (info current as of 12:52a on October 7, 2025)

Starting balance as of 07/01/2025							\$46,001.32
Chatham Grove Elementary PTA 2025-26	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
<b>MEMBERSHIP</b>	<b>Actual Income</b>	<b>Budgeted Income</b>	<b>Actual Expenses</b>	<b>Budgeted Expenses</b>	<b>Actual Net</b>	<b>Budget Net</b>	<b>More/- Less</b>
Membership Dues	\$4,690.75	\$5,200.00	-	-	\$4,690.75	\$5,200.00	-\$509.25
National + State PTA Dues	-	-	-\$1,079.00	-\$1,610.00	-\$1,079.00	-\$1,610.00	\$531.00
CGE Kindergarten Testing and Welcome	-	-	-\$154.26	-\$200.00	-\$154.26	-\$200.00	\$45.74
Gator Gathering	-	-	-\$475.51	-\$750.00	-\$475.51	-\$750.00	\$274.49
Boo Hoo / Yahoo Event	-	-	-\$289.96	-\$200.00	-\$289.96	-\$200.00	-\$89.96
Curriculum Night	-	-	-	-\$100.00	-	-\$100.00	\$100.00
Volunteer Appreciation	-	-	-	-\$450.00	-	-\$450.00	\$450.00
<b>MEMBERSHIP Totals</b>	<b>\$4,690.75</b>	<b>\$5,200.00</b>	<b>-\$1,998.73</b>	<b>-\$3,310.00</b>	<b>\$2,692.02</b>	<b>\$1,890.00</b>	<b>\$802.02</b>
<b>FUNDRAISING</b>	<b>Actual Income</b>	<b>Budgeted Income</b>	<b>Actual Expenses</b>	<b>Budgeted Expenses</b>	<b>Actual Net</b>	<b>Budget Net</b>	<b>More/-Less</b>
PTA Thrift Shop Income	\$16,420.43	\$18,000.00	-	-	\$16,420.43	\$18,000.00	-\$1,579.57
Boosterthon	\$1,352.32	\$34,000.00	-	-	\$1,352.32	\$34,000.00	-\$32,647.68
Photo Shoot	-	\$1,500.00	-	-	-	\$1,500.00	-\$1,500.00
Restaurant Fundraiser	\$1,090.54	\$1,500.00	-	-	\$1,090.54	\$1,500.00	-\$409.46
Spring Fundraiser	-	\$10,000.00	-	-	-	\$10,000.00	-\$10,000.00
School Supplies	\$810.00	\$1,500.00	-	-	\$810.00	\$1,500.00	-\$690.00
Spirit Wear	\$160.00	\$850.00	-\$164.05	-	-\$4.05	\$850.00	-\$854.05
<b>FUNDRAISING Totals</b>	<b>\$19,833.29</b>	<b>\$67,350.00</b>	<b>-\$164.05</b>	<b>-</b>	<b>\$19,669.24</b>	<b>\$67,350.00</b>	<b>-\$47,680.76</b>
<b>STUDENT/FAMILY/COMMUNITY SUPPORT</b>	<b>Actual Income</b>	<b>Budgeted Income</b>	<b>Actual Expenses</b>	<b>Budgeted Expenses</b>	<b>Actual Net</b>	<b>Budget Net</b>	<b>More/-Less</b>
Gator Gives Back	\$601.96	-	-\$392.24	-\$17,000.00	\$209.72	-\$17,000.00	\$17,209.72
School Improvements	-	-	-\$22.97	-\$6,500.00	-\$22.97	-\$6,500.00	\$6,477.03
Playground Enhancements	-	-	-	-\$20,000.00	-	-\$20,000.00	\$20,000.00
Cultural Arts Assemblies	-	-	-	-\$5,000.00	-	-\$5,000.00	\$5,000.00
Outdoor Learning Center + Garden	-	-	-\$56.24	-\$1,500.00	-\$56.24	-\$1,500.00	\$1,443.76
Advocacy	-	-	-	-\$5,000.00	-	-\$5,000.00	\$5,000.00
Holiday Lights	-	-	-	-\$3,500.00	-	-\$3,500.00	\$3,500.00
Field Day	-	-	-	-\$1,800.00	-	-\$1,800.00	\$1,800.00
Gator Bash	-	-	-	-\$2,000.00	-	-\$2,000.00	\$2,000.00
Graduations	-	-	-	-\$2,650.00	-	-\$2,650.00	\$2,650.00
<b>STUDENT/FAMILY/COMMUNITY SUPPORT Totals</b>	<b>\$601.96</b>	<b>-</b>	<b>-\$471.45</b>	<b>-\$64,950.00</b>	<b>\$130.51</b>	<b>-\$64,950.00</b>	<b>\$65,080.51</b>

Chatham Grove Elementary PTA 2025-26	Actual Income	Budgeted Income	Actual Expenses	Budgeted Expenses	Actual Net	Budget Net	More/-Less
<b>SCHOOL/TEACHER/STAFF SUPPORT</b>	<b>Actual Income</b>	<b>Budgeted Income</b>	<b>Actual Expenses</b>	<b>Budgeted Expenses</b>	<b>Actual Net</b>	<b>Budget Net</b>	<b>More/-Less</b>
General Admin Fund	-	-	-\$886.50	-\$3,000.00	-\$886.50	-\$3,000.00	\$2,113.50
Staff Grants	-	-	-\$2,183.15	-\$17,500.00	-\$2,183.15	-\$17,500.00	\$15,316.85
Instructional Materials	-	-	-\$14,879.50	-\$18,000.00	-\$14,879.50	-\$18,000.00	\$3,120.50
Hospitality	-	\$12,000.00	-\$1,462.27	-\$12,000.00	-\$1,462.27	-	-\$1,462.27
Sunshine Fund	-	-	-\$349.07	-\$1,200.00	-\$349.07	-\$1,200.00	\$850.93
<b>SCHOOL/TEACHER/STAFF SUPPORT Totals</b>	<b>-</b>	<b>\$12,000.00</b>	<b>-\$19,760.49</b>	<b>-\$51,700.00</b>	<b>-\$19,760.49</b>	<b>-\$39,700.00</b>	<b>\$19,939.51</b>
<b>OVERHEAD EXPENSES</b>	<b>Actual Income</b>	<b>Budgeted Income</b>	<b>Actual Expenses</b>	<b>Budgeted Expenses</b>	<b>Actual Net</b>	<b>Budget Net</b>	<b>More/- Less</b>
Electronic Subscriptions	-	-	-\$883.60	-\$1,200.00	-\$883.60	-\$1,200.00	\$316.40
Storage Unit	-	-	-\$2,610.50	-\$2,760.00	-\$2,610.50	-\$2,760.00	\$149.50
Insurance	-	-	-	-\$600.00	-	-\$600.00	\$600.00
PTA Tax Filing Fees	-	-	-	-\$120.00	-	-\$120.00	\$120.00
Office Supplies	-	-	-\$71.61	-\$150.00	-\$71.61	-\$150.00	\$78.39
<b>OVERHEAD EXPENSES Totals</b>	<b>-</b>	<b>-</b>	<b>-\$3,565.71</b>	<b>-\$4,830.00</b>	<b>-\$3,565.71</b>	<b>-\$4,830.00</b>	<b>\$1,264.29</b>
<b>Chatham Grove Elementary PTA 2025-26 Totals</b>	<b>\$25,126.00</b>	<b>\$84,550.00</b>	<b>-\$25,960.43</b>	<b>-\$124,790.00</b>	<b>-\$834.43</b>	<b>-\$40,240.00</b>	<b>\$39,405.57</b>
<b>Grand Totals</b>							
	<b>\$25,126.00</b>	<b>\$84,550.00</b>	<b>-\$25,960.43</b>	<b>-\$124,790.00</b>	<b>-\$834.43</b>	<b>-\$40,240.00</b>	<b>\$39,405.57</b>
Decrease in funds							-\$834.43
<b>Funds available as of 06/30/2026</b>							<b>\$45,166.89</b>