

# CedarOak Park PTA Meeting Minutes

General Board Meeting  
 Wednesday, April 9, 2025 | 6pm - 7:15pm  
 Location: CedarOak Park Primary Library

- 6:00pm Arrive, Check In and Mingle
- 6:05pm Call Meeting to Order  
 Running for school district, introduction, a parent who spends time on district wide issues to help advance help for all kids. Kara Clark for kids ([www.karacklarkforkids.com](http://www.karacklarkforkids.com))
- 6:05pm Approval of Minutes (February and March 2025) Susan moves to approve, Emily seconds, minutes have been approved
- 6:10pm Executive Board Report
- 6:15pm Principals Report - I'm very excited for the auction! Please read The Connection for the latest news.
- 6:25pm Treasurer's Report

CedarOak Park PTA FY 2024  
 Treasurer's Report  
 07/01/2024 - 06/30/2025

1. Carryover	Income	Expenses	Year to Date	Net Budget	More/Less
General Fund	-	-	-	\$40,000.00	-\$40,000.00
Member Restricted Emergency Fund	-	-	-	-	-
To be carried over to 2025-2026	-	-	-	-\$10,000.00	\$10,000.00
<b>1. Carryover Totals</b>	-	-	-	<b>\$30,000.00</b>	<b>-\$30,000.00</b>
2. Events	Income	Expenses	Year to Date	Net Budget	More/Less
Fall Events - Monster Mash, Back to School	\$1,703.43	\$1,174.65	\$528.78	\$500.00	\$1,028.78
STEAM Night - boards, speaker	-	-	-	-\$1,500.00	\$1,500.00
Winter Events - Missoula Children's Theater, Movie Night	-	\$1,650.00	-\$1,650.00	-\$2,300.00	\$850.00
Talent Show	-	-	-	-\$250.00	\$250.00
Spring Events - Art/Earth Fair	-	-	-	-\$500.00	\$500.00
Field Day	-	-	-	-\$500.00	\$500.00
5th Grade Event	-	-	-	-\$2,000.00	\$2,000.00
Parents Night Out	-	-	-	-	-
<b>2. Events Totals</b>	<b>\$1,703.43</b>	<b>\$2,824.65</b>	<b>-\$1,121.22</b>	<b>-\$7,550.00</b>	<b>\$6,628.78</b>
3. Fundraising	Income	Expenses	Year to Date	Net Budget	More/Less
Fun Run, Walk and Roll	\$15,085.00	\$4,980.52	\$10,104.48	\$5,000.00	\$5,104.48
Auction	\$16,272.00	\$15,169.36	\$1,102.64	\$40,000.00	\$38,897.36
One Out for CedarOak	\$807.84	-	\$807.84	\$750.00	\$57.84
Shopping Rewards - Fred Meyer Rewards, Escrip	\$89.44	-	\$89.44	\$200.00	-\$110.56
Individual Donations	\$415.00	-	\$415.00	-	\$415.00
<b>3. Fundraising Totals</b>	<b>\$32,669.28</b>	<b>\$20,149.88</b>	<b>\$12,519.40</b>	<b>\$45,950.00</b>	<b>-\$33,430.60</b>
4. COPPTA Administration	Income	Expenses	Year to Date	Net Budget	More/Less
Website Fees	\$138.17	-\$138.17	-\$200.00	\$60.83	\$60.83
Communication/Signage	-	\$87.99	\$87.99	-\$1,500.00	\$1,412.01
Administrative Expenses	-	\$269.27	-\$269.27	-\$300.00	\$30.73
Childcare for Meetings	-	-	-	-\$250.00	\$250.00
Banking Fees / Interest	\$3.99	\$1.75	\$2.24	-\$175.00	\$177.24
Insurance	-	-\$560.00	-\$560.00	-\$600.00	\$40.00
Money/order	-	\$258.59	-\$258.59	-\$250.00	-\$8.59
Spirit Wear	-	-	-	-	-
PTA Board Training	-	\$90.00	-\$90.00	-\$150.00	\$60.00
Tax Preparation	-	-	-	-\$750.00	\$750.00
<b>4. COPPTA Administration Totals</b>	<b>\$39.99</b>	<b>-\$1,405.77</b>	<b>-\$1,401.78</b>	<b>-\$4,175.00</b>	<b>\$2,773.22</b>
5. Membership	Income	Expenses	Year to Date	Net Budget	More/Less
Membership Dues Collected	\$419.41	-	\$419.41	\$840.00	-\$420.59
Membership Dues Paid to State	-	-\$389.50	-\$389.50	-\$530.00	\$140.50

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5. Membership	Income	Expenses	Year to Date	Net Budget	More/Less
<b>5. Membership Totals</b>	<b>\$419.41</b>	<b>-\$389.50</b>	<b>\$29.91</b>	<b>\$300.00</b>	<b>-\$270.09</b>
6. Learning / Program Services	Income	Expenses	Year to Date	Net Budget	More/Less
Art Library	-	-	-	-\$1,000.00	\$1,000.00
Armedities / Family Education	-	-	-	-\$1,000.00	\$1,000.00
Garden Supplies	-	-	-	-\$500.00	\$500.00
Garden Food Tasting	-	\$520.87	-\$520.87	-\$700.00	\$179.13
Only Friends/Imagination Library	-	\$500.00	-\$500.00	-\$500.00	-
Local Charity	-	-\$500.00	-\$500.00	-\$500.00	-
<b>6. Learning / Program Services Totals</b>	<b>-</b>	<b>-\$1,520.87</b>	<b>-\$1,520.87</b>	<b>\$4,200.00</b>	<b>\$2,679.13</b>
7. School Support (stays with the school)	Income	Expenses	Year to Date	Net Budget	More/Less
Counselor Lead Family Support	-	-	-	-\$500.00	\$500.00
Library Program	-	\$133.49	-\$133.49	-\$500.00	\$166.51
Music Program	-	-	-	-\$500.00	\$500.00
Wellness Program	-	-	-	-\$500.00	\$500.00
Hospitality	-	\$2,868.70	-\$2,868.70	\$7,500.00	\$4,631.30
Sustainability/TEX	\$145.42	-\$58.95	\$86.47	-	\$86.47
School Directory	-	-	-	-	-
Yearbook	-	-	-	-\$500.00	\$500.00
<b>7. School Support (stays with the school) Totals</b>	<b>\$145.42</b>	<b>\$4,262.14</b>	<b>-\$4,116.72</b>	<b>-\$10,100.00</b>	<b>\$5,983.28</b>
8. Teacher Support	Income	Expenses	Year to Date	Net Budget	More/Less
Classroom Support - Pre-K (KS)	-	-\$110.11	-\$110.11	-\$400.00	\$289.89
Classroom Support - K (TK)	-	-	-	-\$400.00	\$400.00
Classroom Support - 1st (K1)	-	-\$399.91	-\$399.91	-\$400.00	\$60.09
Classroom Support - 2nd (K2)	-	-	-	-\$400.00	\$400.00
Classroom Support - 3rd (K3)	-	-\$219.97	-\$219.97	-\$400.00	\$180.03
Classroom Support - 4th (K4)	-	-	-	-\$400.00	\$400.00
Classroom Support - 5th (K5)	-	-\$399.21	-\$399.21	-\$400.00	\$60.79
Classroom Support - 6th (K6)	-	-\$400.00	-\$400.00	-\$400.00	-
Classroom Support - 7th (K7)	-	-	-	-\$400.00	\$400.00
Classroom Support - 8th (K8)	-	-\$212.59	-\$212.59	-\$400.00	\$187.41
Classroom Support - 9th (K9)	-	-	-	-\$400.00	\$400.00
Classroom Support - 10th (K10)	-	-	-	-\$400.00	\$400.00
Classroom Support - 11th (K11)	-	-	-	-\$400.00	\$400.00
Classroom Support - 12th (K12)	-	-	-	-\$400.00	\$400.00
Classroom Support - Counselor (K)	-	-\$179.99	-\$179.99	-\$400.00	\$220.01
Classroom Support - Specialist (K)	-	-	-	-\$400.00	\$400.00
Classroom Support - Specialist (K)	-	-	-	-\$400.00	\$400.00
Classroom Support - Specialist (K)	-	-\$191.78	-\$191.78	-\$400.00	\$208.22
Classroom Support - Specialist (K)	-	-	-	-\$400.00	\$400.00

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8. Teacher Support	Income	Expenses	Year to Date	Net Budget	More/Less
Classroom Support - Specialist (LB)	-	\$73.69	-\$73.69	-\$400.00	\$326.31
Classroom Support - Specialist (P)	-	-\$394.28	-\$394.28	-\$400.00	\$5.72
Classroom Support - Paraeducators (D)	-	-	-	-\$2,000.00	\$2,000.00
<b>8. Teacher Support Totals</b>	<b>-\$2,581.93</b>	<b>-\$2,581.93</b>	<b>-\$11,600.00</b>	<b>\$9,018.07</b>	
9. Special Expenditures	Income	Expenses	Year to Date	Net Budget	More/Less
Restricted Garden KP Thru Fund carryover from 2023-2025	-	-	-	-\$3,325.18	\$3,325.18
Equipment and Programs Fund	-	-\$156.60	-\$156.60	-\$10,000.00	\$9,843.40
<b>9. Special Expenditures Totals</b>	<b>-</b>	<b>-\$156.60</b>	<b>-\$156.60</b>	<b>-\$13,325.18</b>	<b>\$13,168.58</b>
<b>Grand Totals</b>	<b>\$34,941.53</b>	<b>-\$33,291.34</b>	<b>\$1,650.19</b>	<b>\$19,107.82</b>	<b>-\$17,457.63</b>
Bank Account Balances	07/01/2024	06/30/2025	Last reconciled	Summary for the Period	
Checking	\$21,427.63	\$23,073.83	03/31/2025	Starting Total	\$41,232.29
Savings	\$19,804.66	\$19,808.65	03/31/2025	Income	\$34,941.53
<b>Totals</b>	<b>\$41,232.29</b>	<b>\$42,882.48</b>		Expenses	-\$33,291.34
				Ending Total	\$42,882.48

Review Restricted Bank Statement against what this Treasurer's Report to ensure its accuracy

Submitted by: \_\_\_\_\_  
 Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

6:30pm

## Committee News

- Book Fair - sign up genius has been sent out, lots of spots open for volunteers
- Sustainability
  - We're still a ways off from our goal of 1000 lbs of plastic film to earn another bench from TREX (we earned one last year). We have about 600 lbs. to go.
  - We need 1 or 2 new committee chairs. Emily S. is hoping to step away after 6 years of chairing the committee, and Tracy is no longer able to commit due to new time commitments at work. She is still around for 2 more years to help someone get going. It can be as much or as little time commitment as you prefer - just comes down to which events/tasks you want to take on.
- Chipper Chair
  - Costume has 5'8" height limit of 5 '8 "
- PTA Board Search
  - Note that we are seeking replacements for Treasurer and Secretary board positions for next year. We need a nomination committee composed of 3 volunteers to lead this.

## Auction Work Party!

- Working party to help finish up tasks for the auction (194 people will be attending!) on April 11, 2025: online auction auditor, in person auditor, silent bidding poster boards, rose pen assembly, golden ticket assembly, heads and tails set up. We hope to exceed our fundraised amount from two years ago!

## 2024-2025 Planning Calendar

### **April**

- 11 - Cedaroak Auction

### **May**

- 2- Community Coffee
- 5 - No School
- 5-9 - Teacher Appreciation Week
- 8- Talent Show! 6pm
- 14 - Kinder Open House
- 14 - PTA meeting/elections
- 26 - No School

7:15 Meeting Adjourned - Thank you! 7:15 Meeting Adjourned

## Committees and Chairs

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### **Garden Chair**

To work in collaboration with Helena Kilstrom at CREST.

Ashley Quach  
hello.ashleyquach@gmail.com

### **Garden Tastings**

Kate Gales  
kateg70@gmail.com

### **Sustainability Chair**

#### **Chair Help Needed for 24-25 school year**

Emily Silverstein  
[esilverstein3@gmail.com](mailto:esilverstein3@gmail.com)  
Tracy Johnson  
[johnson.tracya@gmail.com](mailto:johnson.tracya@gmail.com)

### **Art Literacy Chair - on hold '24-25**

Emily Carney and Tami Brandenburg  
[copptasecretary@gmail.com](mailto:copptasecretary@gmail.com),  
[tamibrandenburg@comcast.net](mailto:tamibrandenburg@comcast.net)

### **Hospitality Co-Chairs**

Michelle Prentice  
[mlrprentice@gmail.com](mailto:mlrprentice@gmail.com)  
Susan Hurley  
[susan.hurley@gmail.com](mailto:susan.hurley@gmail.com)

### **Membership Chair**

#### **Chair(s) Needed for 24-25 school year**

### **Directory Chair**

Zeil Vanden Heuvel  
[zeilshah@gmail.com](mailto:zeilshah@gmail.com)

### **Spirit Wear Chair**

Cassie Holliday  
[cholliday3030@gmail.com](mailto:cholliday3030@gmail.com)

### **Yearbook Chair**

Neely Daggett  
[neely.daggett@gmail.com](mailto:neely.daggett@gmail.com)

### **Communications Chair**

Allie Coombs  
[alliecoombs87@gmail.com](mailto:alliecoombs87@gmail.com)

### **New PTA Board Chair (3)**

Recruit open PTA 2025-2027 positions  
(Treasurer, Secretary)

### **Dine Out Chair**

Margaret Murphy  
Lauren Kimmel  
[laurenkimmel@gmail.com](mailto:laurenkimmel@gmail.com)

### **2025 Auction**

Matt DeWolf  
[matthew.dewolf@gmail.com](mailto:matthew.dewolf@gmail.com)  
Megan Fisher  
[mkfisher04@gmail.com](mailto:mkfisher04@gmail.com)

### **Squirrel Dash Co-Chairs**

Liz Johnson  
[elizabethjohnson.mail@gmail.com](mailto:elizabethjohnson.mail@gmail.com)  
Michelle Prentice  
[mlrprentice@gmail.com](mailto:mlrprentice@gmail.com)

### **Halloween Costume Swap Chair**

Tasha Phillips  
[drtashaphillips@gmail.com](mailto:drtashaphillips@gmail.com)

### **Monster Mash Co-Chairs**

Ashley Quach  
[hello.ashleyquach@gmail.com](mailto:hello.ashleyquach@gmail.com)  
Nicole Schulmerich  
[Nicoleschulmerich@gmail.com](mailto:Nicoleschulmerich@gmail.com)

### **Food/Community Drive Chair**

#### **Chair(s) Needed for 24-25 school year**

### **STEAM / Science Fair Chair**

#### **Chair(s) Needed for 24-25 school year**

### **5th Grade Graduation Chair**

Erin Jones

### **Chipper Chair**

#### **5ft, 8in High Limit**

#### **Chair(s) Needed for 24-25 school year**

Erin Keller

### **Library Giving Tree Chair**

Shaheen Munir-McHill  
[snmunir@gmail.com](mailto:snmunir@gmail.com)

### **Volunteer Chair**

Danielle Cassidy [cassidydanielle@gmail.com](mailto:cassidydanielle@gmail.com)