

**David Lubin PTG
General Meeting Minutes
December 13, 2022, 6:30 PM**

In Attendance:

Kit Adsetts, President – Present
Heather Downey, Vice President – Present
Cece Broussard, Treasurer – Absent
Kate Buehler, Parliamentarian – Present
Beverly Garber, Member at Large – Present
Caroline Dunivant, Member at Large – Absent
Erin Martin, Member at Large – Present
Buthaina Hassen, Member at Large – Present
Kristin Saldana, Teacher Representative – Present
Mary Ann Williams, Teacher Representative – Absent
Lisa Ashley, Secretary – Absent

Principal's Report

- School Tours-
 - In person. Thank you to Erin Martin, Hillary Smazenko, Brooke Hunter, Leslie Oberst
 - Expect more attendees at future tours - Dec. 16, Jan. 13, Jan 20
- School Site Council
 - Applications due Friday, Dec 16 for election
 - Encourage parents to participate, 2-year term, 50/50 teachers and parents
- Mental Health Check
 - Mr. Jon's impact report shared, our tax dollars hard at work

President's Report

- Enrichment Programs
 - Art Program - Ms. Jane
 - W, Th, F - 1st and 2nd grade will tour the art room, beginning after winter break, all classes will be in the art room for further instruction, except for K
 - Art Show for the Garden Tour - will be an Instagrammable Installation, all art will then be distributed or displayed for Open House

DAVID LUBIN ELEMENTARY

PARENT TEACHER GROUP

- 3rd grade will be designing the Garden Tour Poster
- Steam Day art will be installed on one of the sheds - poppy bottlecap art to flow into the current aesthetic
- STEAM Coordinator
 - Ms. Montes is on vacation, no classes in December
- Music Program
 - 5th / 6th: CLARA 10-week program will continue in the Spring
 - K-4th - Ms. Crystal has fantastic reviews and great feedback
- November Events
 - Ruby Bridges Walk to School Day - extremely successful, great participation
 - Jog-a-thon - raised \$36K
 - Steam Day - led by Mrs. Tamblyn / 6th graders
 - Fall Acting classes (STC) commenced, excellent participation
- In Person Tours
 - Friday mornings at 9am
 - Primarily open for Kinder and potentially TK

Fundraisers and Campus Events

- DEI Committee
 - No December Meeting
- Garden Clean Up Days – Canceled for December
 - Mrs. Kane is looking into getting Cyclone Fencing around gardens - asked if anyone has any contacts, please reach out. Quotes to come.
 - Free Little Library will be installed by Kinder Entrance
 - Mrs. Kane will want to do a dedication ceremony for former teacher Judy Carlisle before the Garden Tour
- Library - Mrs. Kane
 - Each student will receive a free book prior to the Winter Break
- Kindness Campaign - Kindness Challenges - Mr. Jon
 - Week 2 (12/12-12/16) - Kindness in your community
 - Week 3 (12/19-12/23) - Kindness in your family
 - Week 4 (12/26-12/30) - Kindness for yourself
- David Lubin Times- Winter Issue - Heather Downey
 - Focus on student written content and community outreach
 - Issues will currently come out bimonthly (Dec, Feb, Apr, Jun)
- Winter Break- December 26-January 6
- Spring Musical- Heather Downey
 - Auditions in late January
 - Open to 1-6 grade, Kinder can participate in pre-show
 - 6th grade will determine the show via vote- options are “High School Musical,” “Shrek,” or “Charlie and the Chocolate Factory”

DAVID LUBIN ELEMENTARY

PARENT TEACHER GROUP

- All possible parent volunteers should submit their interest as soon as possible to Heather Downey
- Show lineup as follows: 2 Friday shortened assemblies, 1 evening performance, and 2 shows each on Saturday and Sunday
- Interest in making it a part of the Garden Tour to draw more families into attendance
- 1st Wednesdays
 - January - Magpie Cafe
 - February - Shake Shack
- Wide Open Walls
 - David Lubin Elementary is slated for a possible for 2023
 - Minimum of 12 walls
 - Heather Downey is connected with Heather Haight as school site liaison
- Planning Committees
 - STEAM Night- March
 - Connect to lubinptg@gmail.com to offer suggestions/ participate
 - Lubinpalooza
 - Connect to Elizabeth-augusta@scusd.edu for information
- Yearbooks
 - Janel Inouye is looking for photos of field trips, and school events
 - Drop box will be available for photo link
- Family Dance- January 27

Next PTG Meeting

January 10, 6:30 PM

DAVID LUBIN ELEMENTARY

PARENT TEACHER GROUP

DAVID LUBIN PTG 2022/23 BUDGET (AUGUST 1 - JULY 31)

REVENUE	2018-2019	2019-2020	2020-2021	2021-2022	2022-23 Budget	Notes
1st Wednesdays	\$ 1,921.13	\$ 1,662.35	\$ 764.20	\$ 2,268.56	\$ 1,500.00	
East Sac Garden Tour	\$ 60,468.92	\$ 9,788.56	\$ 10,462.69	\$ 66,390.31	\$ 60,000.00	
AmazonSmile	\$ 178.63	\$ 311.49	\$ 492.98	\$ 736.38	\$ 1,000.00	
eScrip	\$ 155.55	\$ 601.73				
Gift Wrap Fundraiser	\$ 6,477.48	\$ 3,357.77	\$ 2,643.30	\$ 7,941.85	\$ 5,000.00	
Savings Account Interest Earned	\$ 34.75	\$ 44.09	\$ 19.60			
Jog-a-Thon / Read-A-Thon	\$ 21,642.62	\$ 28,390.35	\$ 14,723.76	\$ 32,904.05	\$ 18,000.00	
Movie Night	\$ 576.97	\$ 846.83				
Spiritwear	\$ 145.37	\$ 285.43		\$ 2,443.10	\$ 2,000.00	
General Donations	\$ 709.85	\$ 3,158.59	\$ 1,150.00	\$ 2,371.69		
School Cents	\$ 1,000.00	\$ 300.00	\$ 1,000.00			
Yearbook	\$ 1,584.77	\$ 140.75				
Photography			\$ 3,718.83			
Farm Fresh to You			\$ 80.31	\$ 2,195.48	\$ 1,500.00	
TOTAL REVENUE	\$ 94,896.04	\$ 48,887.94	\$ 35,055.67	\$ 117,251.42	\$ 89,000.00	

EXPENSES	2020-21 Budget	2020-21 Cost	2020-21 Remaining	2022-23 Budget	Notes
Technology	\$ -		\$ -		
Art Instruction	\$ 15,500.00	\$ 15,500.00	\$ -	\$ 18,640.00	
Art Supplies	\$ 2,000.00	\$ 1,484.40	\$ 515.60	\$ 2,000.00	
Art Special Projects	\$ 1,575.00	\$ 1,125.00	\$ 450.00	\$ 2,300.00	
Art Show	\$ 500.00		\$ 500.00	\$ 900.00	
Chalk Walk / Poster Contest (Garden Tour)	\$ 700.00		\$ 700.00	\$ 800.00	
STEAM Coordinator	\$ 27,000.00	\$ 9,859.86	\$ 17,140.14	\$ 27,000.00	
STEAM Coordinator Supplies	\$ -		\$ -	\$ -	
Classroom Enrichment	\$ 5,490.00	\$ 4,600.89	\$ 889.11	\$ 6,060.00	not including 4th or 5th grades
PE Equipment				\$ 1,000.00	
Sutter's Fort (4th Grade Enrichment)	\$ 1,300.00	\$ 937.44	\$ 362.56	\$ 1,300.00	
Sly Park (6th Grade Enrichment)	\$ 6,500.00		\$ 6,500.00	\$ -	paid for by District
Sly Park Scholarship	\$ -		\$ -	\$ -	
Music Instruction	\$ 16,000.00	\$ 6,720.00	\$ 9,280.00	\$ 42,720.00	
Music Instruction - Supplies / Instruments	\$ -		\$ -	\$ -	
Diversity Equity and Inclusion	\$ 1,000.00		\$ 1,000.00	\$ 5,000.00	Changed from Touch of Understanding to
Beautification	\$ 1,000.00		\$ 1,000.00	\$ 2,000.00	
Staff Appreciation (Spring)	\$ 500.00	\$ 222.18	\$ 277.82	\$ 500.00	estimate 50 (teachers + staff)
Teacher luncheon/Outreach (Fall)	\$ 593.83	\$ 593.83	\$ -	\$ 500.00	estimate 35 (teachers)
Kinder Picnic / 1st Day Bagels/Coffee	\$ 150.00	\$ 60.82	\$ 89.18	\$ 300.00	
Family Boxes / Kindness Campaign	\$ 500.00	\$ 350.47	\$ 149.53	\$ 500.00	
Hospitality - coffee mornings, etc.	\$ 400.00		\$ 400.00	\$ 400.00	
Bank Fees	\$ 150.00		\$ 150.00	\$ 150.00	
Domain Fees	\$ 769.95	\$ 769.95	\$ -	\$ 400.00	
PTO Today Insurance	\$ 600.00	\$ 499.00	\$ 101.00	\$ 535.00	
Taxes / CPA	\$ 1,295.00	\$ 1,295.00	\$ -	\$ 1,500.00	
PTG Operating Supplies	\$ 200.00	\$ 89.18	\$ 110.82	\$ 500.00	paper, treasurer supplies, etc
After School Band (Mandarin)	\$ 500.00		\$ 500.00	\$ 500.00	scholarships
Attorney General Annual Fee	\$ 25.00	\$ 25.00	\$ -	\$ 25.00	
Franchise Tax Board Fee	\$ 10.00		\$ 10.00	\$ 10.00	
Debate	\$ 1,000.00		\$ 1,000.00	\$ 1,000.00	
Nature Bowl	\$ 100.00		\$ 100.00	\$ -	
Garden Tour Committee Budget	\$ 11,176.25	\$ 11,176.25	\$ -	\$ 5,000.00	
Lubinpalooza	\$ 500.00	\$ 156.50	\$ 343.50	\$ 1,500.00	
Field Trip Scholarships	\$ -		\$ -	\$ -	
STEAM Night/Day	\$ 500.00		\$ 500.00	\$ 1,000.00	
Jog-a-thon/Read-a-thon T-shirts	\$ 4,800.00	\$ 4,681.61	\$ 118.39	\$ 5,000.00	
IT Operations (Domain, Zoom, Slack)	\$ 500.00	\$ 311.76	\$ 188.24	\$ 1,000.00	
Fundraiser expenses	\$ 500.00	\$ 38.43	\$ 461.57	\$ 1,500.00	raffle prizes, etc
Spiritwear	\$ 5,473.34	\$ 5,473.34	\$ -	\$ 2,000.00	
Cultural Rally				\$ 2,000.00	
Star Base				\$ 6,000.00	
TOTAL EXPENSES	\$ 108,808.37	\$ 65,970.91	\$ 42,837.46	\$ 141,540.00	

DAVID LUBIN ELEMENTARY

PARENT TEACHER GROUP

Balances as of July 14, 2022		
PTG Checking Account Balance		\$125,615.36
PTG Savings Account Balance		\$68,463.85
Library Checking Account Balance		\$8,941.53
DLMT		\$15,030.89
PTG PayPal Balance		\$6,677.73

DAVID LUBIN ELEMENTARY

PARENT TEACHER GROUP

DAVID LUBIN PTG - 2021/22 BUDGET July 2022

REVENUE	2021-22 Budget	2021-22 Actual		Notes
1st Wednesdays	\$ 1,000.00	\$ 2,268.56		
East Sac Garden Tour	\$ 60,000.00	\$ 66,390.31		
AmazonSmile	\$ 350.00	\$ 736.38		
eScrip				
Gift Wrap Fundraiser	\$ 2,500.00	\$ 7,941.85		
Savings Account Interest Earned				
Jog-a-Thon / Read-A-Thon	\$ 10,000.00	\$ 32,904.05		
Movie Night				
Spiritwear		\$ 2,443.10		Merchandise sold during Garden Tour is included in this line item
General Donations		\$ 2,371.69		
School Cents				
Yearbook				
Photography				
Farm Fresh to You		\$ 2,195.48		
Read-a-Thon	\$ 5,000.00			
TOTALS	\$ 78,850.00	\$ 117,251.42		
EXPENSES	2021-22 Budget	2021-22 Cost	2021-22 Remaining	Notes
Technology	\$ -		\$ -	
Art Instruction	\$ 15,500.00	\$ 15,500.00	\$ -	
Art Supplies	\$ 2,000.00	\$ 1,484.40	\$ 515.60	
Art Special Projects	\$ 1,575.00	\$ 1,125.00	\$ 450.00	
Art Show	\$ 500.00		\$ 500.00	
Chalk Top (Garden Tour)	\$ 700.00		\$ 700.00	
STEAM Coordinator	\$ 27,000.00	\$ 9,859.86	\$ 17,140.14	Nature Detectives
STEAM Coordinator Supplies	\$ -		\$ -	
Classroom Enrichment	\$ 5,490.00	\$ 4,600.89	\$ 889.11	
Sutter's Fort (4th Grade Enrichment)	\$ 1,300.00	\$ 937.44	\$ 362.56	
Sly Park (6th Grade Enrichment)	\$ 6,500.00		\$ 6,500.00	
Sly Park Scholarship	\$ -		\$ -	
Music Instruction	\$ 16,000.00	\$ 6,720.00	\$ 9,280.00	Approved increasing the budget from \$7,500 to \$16,000 at 12/7/2021 PTG Meeting
Music Instruction - Supplies / Instruments	\$ -		\$ -	
Touch of Understanding	\$ 1,000.00		\$ 1,000.00	
Beautification	\$ 1,000.00		\$ 1,000.00	
Staff Appreciation	\$ 500.00	\$ 222.18	\$ 277.82	Expenses = \$1092.18, Donations = \$870.00
Teacher luncheon/Outreach	\$ 593.83	\$ 593.83	\$ -	Approved additional 93.83 at 9/14/2021 PTG Meeting
Kinder Picnic / 1st Day Bagels/Coffee	\$ 150.00	\$ 60.82	\$ 89.18	
Family Boxes	\$ 500.00	\$ 350.47	\$ 149.53	\$2419.53 raised from GoFundMe. \$330 donated (checks). \$3,100 total (including PTG contribution)
Hospitality - coffee mornings, etc.	\$ 400.00		\$ 400.00	
Bank Fees	\$ 150.00		\$ 150.00	
Domain Fees	\$ 769.95	\$ 769.95	\$ -	Old Garden Tour website and new PTG website. Increased budget adopted at 7/15/2022 meeting
PTO Today Insurance	\$ 600.00	\$ 499.00	\$ 101.00	
Taxes / CPA	\$ 1,295.00	\$ 1,295.00	\$ -	Increased budget adopted at 7/15/2022 meeting
PTG Paper	\$ 200.00	\$ 89.18	\$ 110.82	
PTG Operations/ Treasurer Supplies	\$ 150.00		\$ 150.00	

DAVID LUBIN ELEMENTARY

PARENT TEACHER GROUP

After School Band (Mandarin)	\$ 500.00		\$ 500.00	
Attorney General Annual Fee	\$ 25.00	\$ 25.00	\$ -	
Franchise Tax Board Fee	\$ 10.00		\$ 10.00	
COVID "Keep Things Positive" Fund	\$ -		\$ -	
Zoom Membership	\$ 180.00	\$ 149.90	\$ 30.10	
Debate	\$ 1,000.00		\$ 1,000.00	
Nature Bowl	\$ 100.00		\$ 100.00	
Garden Tour Committee Budget	\$ 11,176.25	\$ 11,176.25	\$ -	see Garden Tour tab. Increased budget adopted at 7/15/2022 meeting
Spiritwear	\$ 5,473.34	\$ 5,473.34	\$ -	Garden Tour merchandise. Expenditure adopted at 7/15/2022 meeting
Lubinpalooza	\$ 500.00	\$ 156.50	\$ 343.50	
Field Trip Scholarships	\$ -		\$ -	
STEAM/Science Night	\$ 500.00		\$ 500.00	
Marquee	\$ 38,022.67	\$ 36,970.00	\$ 1,052.67	2 payments to Stewart Signs, 1 payment Shane Brown Electric
Read-a-thon T-shirts	\$ 4,800.00	\$ 4,681.61	\$ 118.39	Approved at 11/09/2021 PTG Meeting.
IT Operations	\$ 500.00	\$ 311.76	\$ 188.24	Approved at 10/14/2021 PTG Meeting
Fundraiser expenses	\$ 500.00	\$ 38.43	\$ 461.57	Approved at 11/9/2021 PTG Meeting
Total Budget	\$ 147,161.04	\$ 102,740.62	\$ 43,420.42	

Balances as of July 14, 2022	
PTG Checking Account Balance	\$125,615.36
PTG Savings Account Balance	\$68,463.85
Library Checking Account Balance	\$8,941.53
DLMT	\$15,030.89
PTG PayPal Balance	\$6,677.73