



MEETING INFORMATION	
Objective:	BPG Planning / Business
Date:	1/21/2015
Time:	3:45 PM – 5:15 PM
Location:	Birchtree Charter School Room TBA
Prepared By:	Nancy Black
MISSION OF BIRCHTREE CHARTER SCHOOL:	To nurture and promote the development of healthy, responsible, and creative human beings.
MISSION OF BIRCHTREE PARNETS GUILD:	To support the Birchtree Charter School and its teachers for the betterment of the children attending the School.
Attendance:	Celena Brunot, Laura Sampson, Tiffany Kent, Nancy Black, Heather Lee, Paula Werner, Amy VandSchrieer, Karie Raynovic, Debbie McKimmey, Kristi Shea, non voting members- Jennifer Buddee, Nikalee Rath, Nancy Burnett and Regan Dervaes

MEETING ITENARY			
	Estimated Time	Agenda Items	Notes
I.	5min	Opening Verse	The healthy social life is found when, in the mirror of each soul, the whole community finds its reflection and when, in the whole community, the virtue of each one is living.
II.	5 min	Approve Agenda	Agenda amended with 5 th grade trip and knit a thon to be added to Fundraising. Kristi entertained motion to approve agenda as amended, Nancy moved to pass: Laura seconded it: all in favor: motion passed.
III.	5 min	Approve Minutes	Celena entertained motion to approve December 17, 2014 minutes, Heather moved to pass; Laura seconded it; all in favor: motion passed
IV.	15 min	Standing Monthly Reports:	
		A. Administration	Not present
		B. APC Liaison	Charter was renewed for 10years. Early Literature screening waiver discussed. Working on job description for Parent Partnership Coordinator position. Pedagogical Council looking into 5 th & 8 th grade trips regarding effect on community. Election of new officers. Chair-Rob Catlett, Vice Chair-Mike Shea, Treasurer-Solveig Rogers, Secretary-Abigail Sheldon. By laws Committee to review change in the lottery requirements. Building expansion options discussed
		C. Executive Council	Funding for 5 th grade trip discussed as well as PPC position.
		D. Finance	See Attached
		E. Parent Engagement	Pastries for Parents will now be held every month in the German Classroom. Please get small biography to Kristi for the 'selfie' bulletin board.
		F. School Store	See Attached. Discussed having the store open for Valentine's day.
		G. Class Reports	4 th grade- some fundraising has started. Discussion on using 5013C. Must be sanctioned by administration and process must be followed. Celena agreed to discuss process with Administration. 7 th grade has taken over Pizza Friday sales. The rummage sale was offered to 7 th grade, if they decline it would be offered to 6 th grade. 8 th



			grade preparing for DC trip.
V.	5 min	Recently Completed	
		A. Holiday Store	Did very well, see attached reports
VI.	30 min	Current & Upcoming Events	
		A. Fund Raising Committee	Heather agreed to arrange a meeting. Kristi, Jennifer and Laura expressed interest in being on the committee.
		B. Task Brainstorming and Assignments	To be discussed at a later date
		C. Board Retreat	2/7/15 Board 101.
		D. Parent Education Night January 27 th	Workshops on knitting form drawing and media will be presented. Tickets can be picked up at the front desk. Flyers and stickers to be sent home with students. Laura will type up a Connect Ed message to be sent out Friday and Monday before parent night.
		E. School of Choice Fair-February	Heather will call district to see if this date can be changed and make a list of who to contact for attendance. Kristi, Heather, Laura, Karie, Anna and Tiffany expressed interest in helping with this event. Amy will contact Solvejg and Jessica for event.
		F. Volunteer Potluck	Volunteer potluck to be with March BPG meeting.
		G. Micro Loans for projects. 1. Pool Fund Raiser	It was decided that the BPG would donate the funds for a pool day to be planned in the future rather than make it a fundraiser. Knit a thon-Heather moved that the knit a thon be added to 2015-2016 Calendar during fall PTC. Laura seconded. All in favor. Amy agreed to coordinate this fundraiser.
		H. Scholastic Book Fair	It was decided that unanimously decided that we would not host a Scholastic Book Fair.
VII.	5 min	Calendar Check-in	
		A. Next meeting Date Scheduled	2/18/15 3:45-5:15
		B. Agenda Requests	May Faire, Coordination of Volunteer potluck, Retreat, Pool day
		C. Next Pastries Date Scheduled	2/6/15 Celena agreed to set up; Nancy, Karie and Laura will attend and clean up.
VIII.		Adjournment	Amy Motioned to adjourn; Tiffany seconded.

Birchtree BPG Minutes



January 2015

UPDATED 1/06/2015							
Checking Account Balance		\$ 20,608.55					
PayPal Account		\$ 1,000.00					
		BUDGET2014-15			INCOME2014-15		
PROGRAMS - REVENUE	Budget	Expended	Balance	Actual Income	Projected Income	Profit/Loss	Projected Profit
EVENTS							
Summer Arts Camp	\$ 2,500.00	\$ 2,319.69	\$ 2,500.00	\$ 3,757.50	\$ 7,500.00	\$ 1,468.12	\$ 5,000.00
Fall Faire/Run Birches	\$ 1,050.00	\$ 348.09	\$ 701.91	\$ 2,081.75	\$ 2,500.00	\$ 1,733.66	\$ 1,450.00
Square 1 Art	\$ -	\$ -	\$ -	\$ 2,644.29	\$ 2,000.00	\$ 2,644.29	\$ 2,000.00
Parent/Curriculum Night (2)	\$ 800.00	\$ 82.86	\$ 717.14				
School Auction				\$ 12,463.83			
Alternative School Fair	\$ 200.00		\$ 200.00	\$ -	\$ 400.00	\$ -	\$ 200.00
Rummage Sale	\$ 300.00	\$ -	\$ 300.00	\$ -	\$ 900.00	\$ -	\$ 600.00
May Faire	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 2,500.00	\$ -	\$ 1,500.00
Non Event Income			\$ -			\$ -	\$ -
Grants			\$ -			\$ -	\$ -
School Store	\$ 1,500.00	\$ 2,297.02	\$ -	\$ 3,679.03	\$ 2,000.00	\$ 1,382.01	\$ 500.00
Pick, Click, Give	\$ 250.00	\$ -	\$ 250.00		\$ 750.00	\$ -	\$ 500.00
Donations			0	\$ 300.00			\$ -
Box Tops	\$ -		\$ -		\$ 500.00	\$ -	\$ 500.00
Total Income	\$ 7,600.00	\$ 5,047.66	\$ 5,669.05	\$ 12,462.57	\$ 19,050.00	\$ 7,228.08	\$ 12,250.00
Programs - Non revenue	Budget	Expended	Balance				Comments
Playscape	\$ 3,158.83		3,158.83				Playscape
Teacher Appreciation/Gifts			-				
BTC Professional Development		\$ 2,040.00					
School Scholarship	\$ 1,000.00	\$ 1,000.00	-				
P.I.T.C.R.E.W / Parent Support	\$ 2,700.00	\$ 485.28	1,868.94				
Total (non revenue program expense)			5,027.77				
Admin Expenses - non event	Budget	Expended	Balance				Comments
Business Supplies			0				
Tax Preparer			0				
Insurance (BPG liability)			0				
Signs	\$ 500.00	\$ 150.00	350				
Bank Fees	\$ 100.00		100				
Property Tax	\$ 250.00	\$ 229.64	20.36				
Retreat			0				
Attorney General Report	\$ 40.00	\$ 40.00	0				
Biennial corporate tax	\$ 30.00	\$ -	0				
Total Admin Expense	\$ 920.00		\$ 470.36				
Total Funds held in reserve for budgeted items	\$ 14,378.83		11,167.18				
Total Unrestricted Funds (CHECKING - TOTAL BUDGET)			\$ 10,441.37				

There are \$0 of old uncleared checks

L#3 PayPal money left for BPG Market

L#26 School Scholarship adder/Wrote Check to Birchtree Charter School 12/18/14

Approved \$200.00 shipping to Germany



Birchtree Market-Laura Sampson

August through December sales totaled 3,458

Reordered from Mecurious-- \$856

Reordered from Holy Archangel roughly 300 waiting on an invoice from a frenzied phone order