

Garrisonville Elementary PTO
Meeting Minutes 8/21/2025



Meeting conducted by Jennifer Herbert (PTO President)

- *Meeting was brought to order at 6:40 PM*

Pledge of Allegiance- led by Alyssa Hart (PTO Vice President)

Approval of the April Meeting Minutes- *Ashlei Polychrones motioned to approve the April Meeting Minutes with a second from Elle Manning.*

Treasurer's Report- Jessica Meade (PTO Treasurer)-

- *The budget for the next school year has been proposed and will be sent to members for a vote. It is very similar to last school year's budget with a couple minor changes. The amount for the Holiday Festival has gone up and the Pizza Kits expense was zeroed out as we will not be doing that. The Sweetheart expense went down by half and Trunk or Treat went up a little bit. Donations are accounted for in the budget.*

Boosterthon-

- *We have kicked off! Next day is PJ day, 45% registered.*
- *\$30,000 is the goal this year for field trips, experiences, and scholarships for ASE.*
- *10% of the donation goes back to your own child's grade level so their teachers can use it on supplies needed in their classrooms. Currently Ms. Tillman is the lead. Ms. Palacios is second!*
- *25 states have donated so far and we would love to be able to get donations from all 50 states to be able to do the Principal's Challenge.*
- *We have currently raised about 29% of our goal on Day 2.*
- *Fun Run is Thursday August 28th. Separate tracks for each grade level.*
- *Color Run for 4th and 5th grades. Staff will throw the color.*
- *Incentives- Teachers will receive gift cards for the highest donations raised.*

PTO Membership Update-

- *We have a goal of 130 members this year.*
- *School events are very well attended by the families of over 700 gators so we would like to increase volunteers and members. We need some help from our families so we can do all of our fun events. 45% of that goal has been met so if you have not signed up yet please do so. \$15 for the year per family and a survey has been sent so you can see all of the volunteer opportunities throughout the year. The gator gram and emails or flyers will be sent out with all volunteer opportunities and upcoming events. Our PTO facebook page is constantly updated with information as well.*

Movie Night

- Chairperson: Meghann Gillette
- Friday, September 19th. We will send out a link closer to the date to vote on our movie. Rain date has been cancelled due to other district events.
- Located on AG Wright blacktop behind the school. There will be a side for those with blankets, and a side for those with chairs. Clear Bag Policy will be enforced.
- Food trucks will be available
- *Volunteer opportunities will be emailed out on the Gator Gram*
- *Time: about 6:45 PM for the start of the movie. Sunset is 7:11 PM.*
- *If it is windy that day (wind over 10 MPH) we cannot do the movie night due to the blow up screen.*
- *When it is dark we ask the parents not to let their kids run around unsupervised in the dark field. Baseball field and Track fields will be off limits.*

Fall After School Enrichment (ASE)

- Chairpersons: Jennifer Herbert (PTO President) and Elle Manning
- Registration for Fall Session opens September 2-10
- Assignment emailed by September 17
- We are looking for instructors
- Cost: \$45- invoice will be sent by PTO once signed up for a class. Prompt payment is required to receive placement.
- *Currently we have 12 classes signed up to teach, we are looking for more volunteers for classes. You will have to be fingerprinted. The session pays \$240 for the entire session (4 weeks). Link will be sent Sept 2nd at 6 PM and it is first come, first serve. Form will be sent home with all classes offered soon. Dismissal will be at 4:55 PM inside of the building and you must show your ID.*

Trunk or Treat

- Looking for chairperson
- October 17th 5:30-7 pm
- Looking for adult and teen volunteers to sign up: Trunks (20), bathroom monitors, storytime (teachers), set-up, break-down, and game stations, teen face painters.
- Volunteer check-in booth and refill station for candy
- Students will be coming home with some information about Trunk or Treat and ways you can help.
- *We will be scaling back on our activities compared to last year's event. We provide the candy but also seek donations beforehand. Top 3 favorite trunks voted on, will receive a prize.*

Board Position- co-Vice President nominations open:

Duties of Vice President and Co-VP: (Bylaws Article VI)

The Vice President or Co-Vice Presidents shall act as an aide(s) to the President or Co-Presidents and shall perform the duties of the President or Co-Presidents in the absence or inability to serve. The Vice President or Co-Vice Presidents will be responsible for the organization and oversight of all special committees and their members with reporting responsibilities to the Executive Committee.

Principal's Report by Mrs. Clemente

- *Testing is going on currently and your teacher will review the results with parents at the Parent Teacher Conference in October.*
- *Boosterthon weather looks great so far*
- *The principal is going around all the classrooms to talk about school expectations.*

Old business/Questions/Comments**Upcoming Events:**

- 8/28- Fun Run
- 8/29 & 9/1- No School
- 9/2-9/10 ASE Registration Open
- 9/10- Tropical Smoothie Cafe Spirit Night (Embrey Mills) 4-8 PM
- 9/15- PTO Meeting 6 PM
- 9/17 ASE class placements emailed to families
- 9/19- Movie Night
- 9/23- No School
- ASE Sessions: 1- 9/24, 2- 10/1, 3- 10/8, 4- 10/15

Meeting Adjourned

- *Motion to adjourn the meeting was at 7:11 PM. Ashlei Polychrones approved and it was seconded by ??*

Members in Attendance:

Virtually: Kristina Miller, Ms. Golles

In Person: Alex Rhodes, Heather Snider, Brittany Harper, Maria del Carmen Vela Rodriguez, Kristen Hobson, Meghann Gillette, Bridgette Farrell- Kuzma, Parwana Omar, Maria de Leon, Ashlei Polychrones, Elle Manning, and Brandon Meade.

GES PTO 25/26 Proposed Adjusted Budget- Will go out for a vote via email to all current members

Income		2025-2026	2025-2026	
Heading Account Type	Category Name	Approved budget	Proposed Adjust Budget	difference
Income	Amazon Smile	-		
Income	Allocated income from Previous year	5,000.00	9,190.00	(4,190)
Income	Reserve	5,000.00	5,000.00	-
Income	Bingo Income	1,500.00	1,500.00	-
Income	Holiday Festival Income	6,000.00	6,000.00	-
Income	Pizza Kit Income	-		-
Income	Spirit Nights Income	2,000.00	2,000.00	-
Income	Sweetheart Dance Income	-		-
Income	Trunk or Treat	3,000.00	300.00	2,700
Income	Boosterthon shirt donations	1,500.00	-	1,500
Income	Contributions/Gifts/Grants	490.00	550.00	(60)
Income	Sponsorship	-		-
Income	Extracurricular Income - ASE	14,000.00	14,000.00	-
Income	Boosterthon Corporate Match	-		-
Income	Boosterthon Income	65,000.00	65,000.00	-
Income	Box Tops Income	100.00	50.00	50
Income	Gator Gear Income	13,000.00	13,000.00	-
income	Outdoor Classroom Project Income	-		-
Income	Year Book Income	-		-
Income	Membership Dues	2,000.00	2,000.00	-
Income	Movie Night income	250.00	250.00	-
Income	Petty Cash In	1,000.00	1,000.00	-
	Total Income	119,840.00	119,840.00	-

GES PTO 25/26 Proposed Adjusted Budget- Will go out for a vote via email to all current members

Expense		2025-2026	2025-2026	
Heading Account Type	Category Name	Approved budget	Proposed Adjust Budget	difference
Expense	Carry Over Expense	5,000.00	5,000.00	-
Expense	5th grade shirts	1,500.00	1,500.00	-
Expense	Staff Shirts	1,050.00	1,050.00	-
Expense	Bingo Expense	300.00	300.00	-
Expense	Holiday Festival Expense	4,500.00	4,500.00	-
Expense	Photo Backdrop Expense	-		-
Expense	Pizza Kits Expense	-		-
Expense	Sweetheart Dance Expense	500.00	500.00	-
Expense	Trunk or Treat	2,500.00	2,500.00	-
Expense	Extracurricular Class Supplies - ASE	1,000.00	1,000.00	-
Expense	Extracurricular Teacher Fee - ASE	12,000.00	12,000.00	-
Expense	Boosterthon Percentage	30,000.00	30,000.00	-
Expense	Boosterthon Set Up Fee	2,000.00	2,000.00	-
Expense	Boosterthon shirts	4,500.00	4,500.00	-
Expense	Gator Gear Expense	10,000.00	10,000.00	-
Expense	Outdoor Classroom Project Expense	-		-
Expense	Year Book Expense	700.00	700.00	-
Expense	Boosterthon Teach Incent/principal chall	7,000.00	7,000.00	-
Expense	Student Agendas	1,200.00	-	1,200.00
Expense	Movie Licensing	650.00	650.00	-
Expense	Pay Pal fees	600.00	-	600.00
Expense	Square Fees	1,000.00	1,600.00	(600.00)
Expense	Movie Night Expense	150.00	150.00	-
Expense	Petty Cash Out	1,000.00	1,000.00	-
Expense	Bulletin Board Expense	100.00	100.00	-
Expense	Organization expenses	350.00	850.00	(500.00)
Expense	Plublicity/Marketing/ Incentives	-	500.00	(500.00)
Expense	Organization Exps: Copier Usage/ Paper	1,000.00	1,000.00	-
Expense	PTO Financial Manager Program	140.00	140.00	-
Expense	PTO insruance	650.00	650.00	-
Expense	software costs	-	-	-
Expense	Tax Prep	125.00	125.00	-
Expense	Website	300.00	300.00	-
Expense	Beautification	250.00	250.00	-
Expense	Copier Lease	-		-
Expense	School Wide Project	10,000.00	10,000.00	-
Expense	Summer School	-	100.00	(100.00)
Expense	Water Cooler	700.00	700.00	-
Expense	Assemblies	1,925.00	1,925.00	-
Expense	BrainPOP Subscription	3,200.00	3,200.00	-
Expense	Field Day	2,000.00	2,000.00	-
Expense	Summer School Buses (Field Trips)	-		-
Expense	Emerging Requests	5,000.00	5,000.00	-
Expense	Rollover expenses	-		-
Expense	bus driver Appreciation	250.00	250.00	-
Expense	End of year staff lunch	-		-
Expense	Staff Appreciation	1,500.00	1,600.00	(100.00)
Expense	Staff Appreciation 12 days	1,000.00	1,000.00	-
Expense	Staff Appreciation Gator Week	350.00	350.00	-
Expense	Staff Appreciation week	2,500.00	2,500.00	-
Expense	welcome back breakfast	650.00	650.00	-
Expense	Welcome back lunch/open house	700.00	700.00	-
	Total Expenses	119,840.00	119,840.00	-