

Garrisonville Elementary PTO

Meeting Minutes

August 29, 2022



Meeting Call to Order by Meghann Gillette at 6:02pm

Pledge of Allegiance

Welcome

- Thank you all for being here!
- Board Introductions
 - Meghann Gillette – 2nd year as PTO president, secretary for 2 years prior
 - Todd McLean – 4th year as VP
 - Jessica Whiteley – 4th year as Treasurer
 - Jennifer Herbert – 2nd year as VP
 - Jaimie Brandt – 2nd year as Secretary
- Introductions by some members present

Thank You

- Crosswell family for beautification of the front flower beds – it looks amazing!
- Mrs. Kuzma for all of your hard work creating last year's yearbook
- Debbie Stump - a local realtor and former gator family, for helping us provide t-shirts for all of our students for the fun run later this week. All students will receive a shirt to wear for our Fun Run on Sept 1st
- All of the families who donated items or funds towards the staff breakfast. This made for a great start to the staff's first day back in the building!
- GES staff for the seamless start to the school year and keeping our gators excited to be here! We appreciate you!
- Families who have expressed interest in helping already this year. THANK YOU for your willingness and excitement to get involved!

Membership

- PTO in a nutshell: Our purpose is to enhance the students' learning environment and provide additional opportunities and resources for our students that aren't provided for by the school's budget.
 - Done lots of different ways:

- purchase items for the school and classrooms as needs arise (for example rugs, flexible seating or indoor recess games).
 - Purchased chromebooks to give GES a 1:1 ratio of students to chromebooks before the county provided them to students during covid
 - Funded the gaga pit outside by the playground
 - We support the staff with appreciation throughout the year
 - Reptile show each spring, author visits and other experiences
 - LOTS of other things
- Our main goal this year is more involvement now that we are able to get back to our normal activities, but involvement doesn't just mean volunteering
 - Ways to support PTO
 - Sharing your ideas and suggestions
 - Coming to meetings
 - Supporting our fundraisers – including amazon smile and box tops
 - Add Garrisonville Elementary PTO as your charity of choice on AmazonSmile to get credit for every purchase
 - Box Tops is all digital now – no clipping!
 - Scan or take a picture of your receipt in the Box Tops app for GES to earn credit for your purchases
 - Following and sharing our social media posts
- Membership numbers as of midnight Sunday 8/29
 - 135 total – 100 parents/guardians, 32 staff and 3 are both staff and parent
 - Contest for grade level with the most members is Kindergarten. They will have a popsicle party in the near future once we can settle on a date with their teachers
 - PTO membership allows you to:
 - Stay informed
 - Make decisions about how funds are spent
 - New this year – opt-in to a membership directory to share your contact information with other members
- Membership drive has ended, but you can join at any point in the year.
 - Dues are \$10 per family and \$5 for staff members
 - Information and links to register on our website – gatorpto.com – all year long
 - We try to keep the website up-to-date as much as possible so that it's a good source of information for families and staff
- Meetings are approx once a month – on Mondays at 6pm
 - Dates are on school calendar, PTO calendar, PTO website, GES PTO social media and flyers will go home in student folders the day of

Boosterthon

- Over halfway through fundraiser – this is our only big fundraiser for the entire school year
 - Last check – we are close to reaching \$19,000 of our \$25,000 goal
 - Ms. Jacque’s class is currently in the lead but it’s a close race!
 - 67% of our students are registered – we’d love to get that number higher
 - Students are working their way up their classroom team pledge o meter to earn fun little extras – like silly sock day, extra recess and pieing the principal
 - Students are learning about a different character trait each day with Gator Joe and Bayou Brandon
 - Gratitude, Stewardship, Bravery, Perverserance, Wonder and Resolution
 - You’re able to watch all of the videos about the daily character trait on mybooster.com
- Fun Run
 - 3 runs this year because of increase in student numbers and keeping the track safe while running
 - Kinder/1st – 10am, 2nd/3rd – 11am, 4th/5th – color run at noon
 - Anyone is welcome to join us and cheer on our gators as they run
 - Check in at the gate near the playground with your ID and get a visitor’s sticker – you do not need to come to the office
 - If you are joining for the 10am run, please do not enter the parking lot until after 9:30
 - AG Wright dropoff will be happening and we don’t want to impeded their traffic flow and process
 - Shirts
 - All students will get a special Gator shirt to wear that day courtesy of PTO and Debbie Stump
 - Laps will be marked on the back as the students complete them
 - Bad Weather Plan – glow runs would happen inside and we wouldn’t be able to have spectators
 - Will communicate that if needed

Gator Gear

- 126 orders – slightly up from last October
- Expect all product in-hand in a couple of weeks and will do classroom distribution once it arrives and is sorted
- Question from parent: Will Gator Store open again this year?
 - IF it opens again, it won’t be until Jan/Feb
 - We do not have orders open year-round because it is not cost efficient

- We would need to charge a significant amount more on spirit wear if we did it this way because printers charge us more for small quantities
- Having 1 large, bulk order keeps all of our costs down and makes the spirit wear more affordable for everyone

Looking Ahead/Volunteer Needs

- ASE (After School Enrichment)
 - Fall/Spring after-school program with activities
 - Classes can be offered in any subject area depending on volunteers preference
 - We've had everything from STEM, rugby, crafts, yoga, etc
 - Parents, staff and community members may teach classes – must be fingerprinted by the county to teach
 - Currently recruiting teachers – Sign up via Gator Gram link or here: https://docs.google.com/forms/d/e/1FAIpQLScslmrr0BTtWKpXWCPyt8Ma6mnp4_Fk9QH0ezA8COgdORRVwA/viewform
 - Registration for attending classes is open from Oct 3-12
 - Classes will be for 4 weeks and take place on Wednesdays from 3:15-4:45pm
 - Dimissal at 4:45 will be carline, rather than parents picking up in the building
- Outdoor Movie Night
 - First outdoor movie night in October – need a chair or co-chair
 - PTO has a movie license and a large blow up screen, but we need someone to help us work out logistics for the event and will probably need night-of volunteers to help everything go smoothly
- Trunk or Treat
 - This will be during the school day again this year BUT for a longer chunk of time
 - Students will be able to dress up and visit the event outside
 - Brandon and Jessica Meade – co-chairs it
 - A lot of opportunity for volunteers here - decorating trunks, running games, etc
- Other open chair opportunities
 - Staff Appreciation
 - Sweethearts Dance
 - BINGO
 - School Store

Treasurer's Report by Jessica Whiteley

- Increased expenses and income 10% across the board to account for additional student count
- Closed last school year with around \$16,128.14
 - Still need to pay approx. \$5,000 for whiteboard tables from last year

- \$5,000 required rollover
- Approx. \$6,500 remaining as additional carryover income before fundraising this year
- Spirit Night – Flavors Wadder Ice brought in \$214!
- Gator Gear sales/profits will come at the next meeting

Budget Amendment Proposal for Schoolwide Project

- GES was awarded one of the Stafford Education Foundation's historic mural projects
 - To be completed on the wall behind the garden by our playgrounds
 - All students will get a chance to help paint!
 - Starting in September
 - Ties in early Garrisonville area history along with Gwenyth's Law
 - Garrison brothers were original postmasters of Stafford County
 - A state law was created based on the unfortunate passing of a former Gator and AGW Tiger while here at school
 - Promotes the importance of learning CPR
- Cost
 - Entire grant to cost approx \$14,000
 - The grant the school received is for \$4,000
 - Gwenyth's Foundation will be donating \$5,000 and we'd like to propose tonight that PTO make a donation
- Proposal
 - Amend the PTO budget to allocated \$5,000 carryover income to donate towards the mural project.
 - Vote will be by email this week
 - Email will outline the details of the mural project and the proposal

Principal's Report by Ms. White

- School year off to a strong start!
 - Ms. White - 10th year at GES, Mrs. Odlum's 8.5/9th
 - Transition day went well
 - Grateful to be at full capacity – lots of new families and new teachers
 - 7 new grade level classrooms added this year
- Excited about Boosterthon - weather looks good!
- Gator Gram went home today
 - Will typically be sent out every 2 weeks
- Student illness
 - If your kid is sick, please keep them home!

Special Presentation — School Improvement Plan

- Will talk about this 4 times during the school year
 - Both math and reading are over 90%

- Need to show all students are reading at grade level per new state guidelines that will go into effect in the coming years
 - GES getting a head start on that standard
- Assessment results will go home in September
- Entire school improvement plan can be found on the GES website
 - <https://www.staffordschools.net/domain/1151>

Open Comments/Questions/Input

- Will movies be each Friday as a reward for classes/lunch?
 - Ms. White – Special Friday lunches will alternate between movies, music and other fun events when classes are meeting expectations and showing the GATOR motto in the lunchroom
- Summer Adventures with Wally Winner
 - Isabel Erhardt – Congratulations!!!!
- School Sponsored Movie Night – right after school on Sept 21st - New Minions movie
 - \$5 a child
 - Funds raised will go towards purchasing a story walk in the garden area

Upcoming Events

- **Sept 1** — Boosterthon Fun Run - K-1st at 10am, 2nd-3rd at 11am, 4th/5th Color Run at Noon
- **Sept 2, 5** — No School, Labor Day Weekend
- **Sept 13** — Five Guys Spirit Night, 4-8pm
- **Sept 21** — Picture Day
- **Oct 3** — PTO Meeting 6pm
- **Oct 3-12** — ASE Registration Open

Meeting Adjourned at 7:01pm

Meeting Attendance (In-person & Online)

1. Alexandria Bicknell
2. Alexis White
3. Amanda Leonard
4. Amber Reyna
5. Amtulnoor Grosser
6. April Erhardt
7. Ashley Conrad
8. Asma Mahmood
9. Brandon & Jessica Meade
10. Bridgette Farrell-Kuzma

11. Brooke Whitis
12. Carly Frisk
13. Edith Moreno
14. Heather Ulstad
15. Inayat Omar
16. Jaimie Brandt
17. Jamie Hilbmann
18. Janay Harris
19. Jennifer Grillo
20. Jennifer Herbert
21. Jenny Hale
22. Jessica Whiteley
23. Joanna and Justin Brown
24. Jodi Odlum
25. Kate Shifflett
26. Kathryn Pendleton
27. Kristy Quattlebaum
28. LaMonica Jackson
29. Meghann Gillette
30. Michele Golles
31. Natasha Armijo
32. Parwana & Omar Nezam
33. Pavan Kumar
34. Rieko Overs
35. Roza Rita
36. Todd McLean

Heading Name	Category Name	Heading Account Type	Category Account Status	increase 10%		
Amazon Smile Donations	Amazon Smile	Income	Active			
Carry Over Income	Carry Over Excess	Income	Active	\$6,540.30		
Carry Over Income	Carry Over Income	Income	Active	\$5,000.00		
Community Events Income	Bingo Income	Income	Active	\$2,200.00		
Community Events Income	Harvest Night Income	Income	Active	\$2,420.00		
Community Events Income	Holiday Festival Income	Income	Active	\$3,850.00		
Community Events Income	Spirit Nights Income	Income	Active	\$1,100.00		
Community Events Income	Sweetheart Dance Income	Income	Active	\$2,475.00		
Donations & Sponsorship	Contributions/Gifts/Grants	Income	Active	\$0.00		
Donations & Sponsorship	Sponsorship	Income	Active	\$0.00		
Extracurricular Program - ASE	Extracurricular Income - ASE	Income	Active	\$14,300.00		
Fundraising	Boosterthon Income	Income	Active	\$38,500.00		
Fundraising	Box Tops Income	Income	Active	\$220.00		
Fundraising	Calender Ads Income	Income	Active	\$0.00		
Fundraising	Gator Gear Income	Income	Active	\$3,850.00		
Fundraising	School Store Income	Income	Active	\$0.00		
Fundraising	Year Book Income	Income	Active	\$3,850.00		
Membership	Membership Dues	Income	Active	\$1,650.00		
Movie Night Income	Movie Night income	Income	Active	\$0.00		
Petty Cash (In)	Petty Cash In	Income	Active	\$220.00		
					Total income	\$86,175.30

Carry Over Expense	Carry Over Expense	Expense	Active	\$5,000.00		
Committee Expense	5th grade shirts	Expense	Active	\$1,100.00		
Committee Expense	bus driver lunch	Expense	Active	\$550.00		
Committee Expense	Committee Chair Appreciation Expense	Expense	Active	\$0.00		
Committee Expense	End of year staff lunch	Expense	Active	\$550.00		
Committee Expense	Staff Appreciation	Expense	Active	\$1,100.00		
Committee Expense	12 days staff appreciation	Expense	Active	\$1,100.00		
Committee Expense	Staff Appreciation week	Expense	Active	\$1,100.00		
Committee Expense	Staff Shirts	Expense	Active	\$990.00		
Committee Expense	Welcome back lunch	Expense	Active	\$550.00		
Community Events Expense	Bingo Expense	Expense	Active	\$825.00		
Community Events Expense	Harvest Night Expense	Expense	Active	\$1,100.00		
Community Events Expense	Holiday Festival Expense	Expense	Active	\$1,100.00		
Community Events Expense	Photo Backdrop Expense	Expense	Active	\$137.50		
Community Events Expense	Sweetheart Dance Expense	Expense	Active	\$550.00		
Extracurricular Expense - ASE	Extracurricular Class Supplies - ASE	Expense	Active	\$990.00		
Extracurricular Expense - ASE	Extracurricular Teacher Fee - ASE	Expense	Active	\$8,250.00		
Fundraising Expense	Boosterthon Percentage	Expense	Active	\$17,600.00		
Fundraising Expense	Boosterthon Set Up Fee	Expense	Active	\$2,000.00		
Fundraising Expense	Boosterthon shirts	Expense	Active	\$3,300.00		
Fundraising Expense	Box Tops Expense	Expense	Active	\$0.00		
Fundraising Expense	Gator Gear Expense	Expense	Active	\$3,300.00		
Fundraising Expense	School Store Expense	Expense	Active	\$0.00		
Fundraising Expense	Year Book Expense	Expense	Active	\$3,850.00		
Instructional Supplemental	Boosterthon Teacher Incentives	Expense	Active	\$1,000.00		
Instructional Supplemental	Student Agendas	Expense	Active	\$1,000.00	962.96	
Movie Night Expense	Movie Night Expense	Expense	Active	\$0.00		
Movie Night	license	Expense	Active	\$584.00		
Petty cash (out)	Petty Cash Out	Expense	Active	\$220.00		
PTO Operating Expense	Bulletin Board Expense	Expense	Active	\$110.00		
PTO Operating Expense	Organization expenses	Expense	Active	\$770.00		
PTO Operating Expense	PTO Financial Manager Program	Expense	Active	\$170.00		
PTO Operating Expense	Website	Expense	Active	\$220.00		
School Expenses	Beautification	Expense	Active	\$550.00		
School Expenses	Copier Lease	Expense	Active	\$600.00	**contract buyout	
School Expenses	School Wide Project	Expense	Active	\$10,000.00		
School Expenses	Water Cooler	Expense	Active	\$594.00		
School Programs	Assemblies	Expense	Active	\$1,980.00		
School Programs	Field Day	Expense	Active	\$1,100.00		
School Programs	Summer School Buses (Field Trips)	Expense	Active	\$0.00		
Special Requests	Emerging Requests	Expense	Active	\$5,000.00		
					Total expenses	\$78,940.50
					amount left	\$7,234.80