

Garrisonville Elementary PTO

Meeting Minutes

October 3, 2022



Meeting Call to Order by Meghann Gillette at 6:03pm

Pledge of Allegiance

Treasurer's Report by Jessica Whiteley

- Taxes
 - Completed and will be mailed tomorrow

- Mural Contribution
 - Vote passed last month to contribute \$5,000 of PTO funds to the GES historic mural project
 - ****Note:** The funds (\$5,000 for the Mural show up twice in the budget – it is because the Gwyneth's Gift Foundation wrote their donation check to the PTO instead of the school
 - The money was deposited into the PTO account and then distributed appropriately to the school per Gwyneth's Gift's intention.)

- Boosterthon Money
 - \$28,271 – profit this year, which far exceeds our goal!
 - Income – 60,541.90
 - Percentage – 27,066.51
 - Amount made – 33,475.39
 - Other expenses (shirts and setup) – 5,204.34
 - Total amount made – 28,271.05
 - Budget – 19,000

- Gator Gear
 - We continue to be over our expected income in this area, which is AWESOME!!

- \$6,636 has come in for orders so far this year (which amounts to \$2,343 profit/fundraised, with an annual profit goal of \$500. So about \$1,800 over our fundraising goal!
 - Income – 6,636.91
 - Expense – 4,293.78
 - Amount made – 2,343.13
 - Budget - 500
- Membership
 - We would like to continue to encourage those who are not members to join PTO!! We have a projected income of \$1,650 in this area and so far we are at about \$1,227.
 - Income – 1,227.98
 - Budget – 1,500
- Boosterthon Teacher Incentive
 - We made significantly more than budgeted for Boosterthon, and the grade-level incentives reflect a percentage of what each grade-level brought in during the fundraiser
 - Numbers were adjusted to account for the increase and will be distributed as follows
 - Kindergarten – \$768
 - 1st Grade – \$862
 - 2nd Grade – \$1,188
 - 3rd Grade – \$1,147
 - 4th Grade – \$1,213
 - 5th Grade – \$933
 - Total – \$6,111
- Five Guys Spirit Night
 - We had our BEST SPIRIT NIGHT YET last month at FIVE GUYS
 - As a school we raised \$1,283.04!

Updates

- Boosterthon
 - 72% of students participated – 56% had donation pledges
 - We exceeded our fundraising goal, which is AMAZING!!
 - 26 eligible corporate matches
 - Have been contacted
 - We have signed contract for next Fall (Aug 22-31, 2023)
 - The incoming PTO board for next year would still have an opportunity to opt-out if that was a desire
- Membership
 - We are still under our anticipated annual financial goal in this area and would like to continue to increase membership!

- There are 161 total members so far (4 remain unpaid), 26 members added since the last meeting.
 - Working on directory for those who opted-in
 - Hoping to be completed in the next couple of weeks and will be accessible online
- Gator Gear
 - We had 126 orders from our online sale last month
 - Only 10 back ordered items, but they will be here this week
 - We are looking to potentially place another order some time in January, so the items will be in by Gator Week
- Spirit Nights
 - 144 students/staff signed in at the FIVE GUYS Spirit Night!!
 - \$200 in the past was considered a 'good amount' to raise — \$1,200 is above and beyond amazing!
 - Mrs. Kuzma's class won and will vote on their prize
 - The NEXT spirit night is on October 19th from 4-8pm at Chipotle
 - This one you must say you are with Garrisonville or show our flyer when you checkout!
 - Some food trucks attending our outdoor movie night have expressed interest in giving a percentage of sales back to our school, as well.

After School Enrichment

- Fall/Spring after-school program with activities
- Registration for attending classes is open from Oct 3-12
 - Classes are for 4 weeks and take place on Wednesdays from 3:15pm-4:45pm
 - Dismissal is at 4:45pm and will be through carline, rather than parents picking up in the building
 - Flier sent home with details about how to sign up
 - First-come, first-serve
 - Registration form will open on Tuesday (10/4) night at 6:30PM

Outdoor Movie Night

- Friday, October 14, 2022 – 6:45pm
 - Movie begins at 7:15pm – Hotel Transylvania Transformania
 - AG Wright is having a dance until 6pm, so we pushed back the time 15 minutes to give the parking lot a chance to clear out before our arrivals
 - Location – AG Wright's Blacktop
 - Food trucks will drive up the curb and around to the backside of the school so they're easily accessible while the movie is playing
 - The Good Puff
 - Lunchbox on Wheels
 - Joeffis Grille
 - The Dreamsicle

Trunk or Treat (Co-chairs — Brandon & Jessica Meade)

- Monday, October 31 – During the school day again this year
 - Will allow for a longer chunk of time for students compared to last year
 - Students will be able to dress up and visit the event outside
 - Costume Donations
 - We are accepting costume donations until Friday, October 28th
 - There will be a costume box for donations available at movie night on Oct 14 and also in the GES main office
 - Volunteers
 - Trunk Sign-ups
 - There are 9 trunks currently signed up. We'd like more!
 - Still a lot of opportunity for volunteers here – decorating trunks, running games and stations, etc
 - Please reach out to PTO, Brandon and Jessica if you are interested in volunteering in any capacity

Holiday Festival (Chair – Jenna Cooper)

- Saturday, December 3, 2022 — 9am-12pm
- Staff survey
 - There is a survey currently out to staff to poll the return of our traditional “Pancake Breakfast” event, rather than Holiday Festival.
 - Currently results are about 50/50, however many staff have not taken it yet.
 - Will be resent in order to gauge interest
- Needs
 - Volunteers are needed in MANY capacities!
 - Looking for people to “head” different areas of the event
 - Many “pre-work” volunteers are needed to help prep/create/make different things for the event
 - High need for volunteers to help on the day of the event as well
 - Signups for day-of shifts will come at a later time
- Please reach out to Jenna Cooper for interest and questions regarding Holiday Festival

Principal’s Report by Ms. White

- No school for students on Friday 10/7
 - It is a teacher workday, which will be used to finalize 1st Quarter Report Cards.
- No school for students on Monday 10/10
 - Parent/Teacher conferences will be taking place
 - Teachers will review first quarter report cards and assessment benchmark data with parents.
- Field Trips
 - We had our first official field trip request
 - 125 5th grade students will go to the Science Museum in Richmond

- Just to provide an idea if the costs to do these trips: \$6,300 is required for 3 charter buses (charter buses must be used when traveling over a certain mileage \$1,200 per bus x 3.) Admission to museum totals around \$2,400!

Staff Presentation by Ms. Golles — Library, Literacy Programs & the Maker Space

- o The library was renovated about 6 years ago. The most recent addition is a 3-D printer, which there are plans to utilize the printer to target specific SOLs meaningfully.
- o Student Book Checkouts by Grade Level
 - o Kindergarten – 1 book
 - o 1st/2nd Grade – 2 books
 - o 3rd, 4th and 5th Grade – 3 books

Emerging Requests

- o Library – Ms. Golles
 - o Planning to add a “Story Walk” in the garden area outside
 - Costs approx. \$6,100
 - There have been 2 after school “Movie Nights” to fundraise for the story walk.
 - Asking through emerging requests for assistance from the PTO to cover the final \$2,000 for the Story walk
 - Also seeking assistance from volunteers to help dig about 20 post holes.
- o 1st Grade Teacher Team (Presented by Mrs. Sonnenberg)
 - o Requesting 5 White Board tables
 - More compact and will take up less room
 - Able to fit more students comfortably
 - Why you should approve:
 - Grade-level conformity (equal access to supplies and resources for all 1st grade students)
 - Long-term (durable and long lasting)
 - Student needs (Elevates small group instruction)
 - Willing to apply our 1st grade Boosterthon Incentive funds (\$850).
 - Requesting \$955 from PTO for remainder to fund the tables
- o Both emerging requests will be sent out for a blind email vote of members
 - o Please reply Yes or No to fund each item once the email is distributed

Open Comments/Input

- Yearbook
 - o Clarification of the Yearbook line item on budget (previous year vs this year?)
 - o Discussion of Yearbook Payment & Ordering Timeline

- Promote digital payment and accommodate cash if requested
- When should ordering open?
 - Discussion of potential timeframes, ultimately decided to wait until January
- Any way to get yearbooks earlier?
 - Working towards that – balance between having them before school is out and making sure that a majority of “events” are included in the yearbook
- Cost
 - There will be more pages because of more students, but would still like to keep the price \$20 /yearbook, if feasible.
- Lifetouch picture retakes are scheduled for November 2, 2022
- Reptile World
 - Deposit has been paid for Gator Week show
 - Will do 2 or 3 shows depending on capacity in Gator Dome
- Discussion of fundraising opportunities vs decision to keep events “free entry” etc.
 - We are trying to have events as “Community Events” — trying to minimize overhead costs for families (to be able to participate), but provide opportunities to pay for part of events (ex: costs for extra cards at Bingo, Silent Auction, Vendors at Holiday Festival)
 - Bingo (new VA state laws are in place, so we are researching how this will impact our Bingo event).
 - For example a certified caller is required, there is a restriction of prizes, and cards have to be purchased by certain VA retailers to name a few. More information forthcoming!
- Question (regarding the vote re: Mural) did it pass?
 - Yes – response (47 ‘Yes’; 2 ‘No’)

Upcoming Events

- **Oct 3-12** — ASE Registration Open Online
- **Oct 7, 10** — No School
- **Oct 10** — Parent/Teacher Conferences
- **Oct 14** — Family Outdoor Movie Night w/food trucks, 6:45pm, movie begins at 7:15pm
- **Oct 17** — ASE Placements Emailed to Parents
- **Oct 19** — ASE 4-week session begins
- **Oct 19** — Chipotle Spirit Night, 4-8pm
- **Oct 31** — Trunk or Treat (during the school day, for ALL students)
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Meeting Adjourned at 6:52pm

Trunk or Treat Committee Meeting Followed General PTO Meeting

Meeting Attendance (In-person and Online):

- 1. Alexa Butaitis**
- 2. Alexis White**
- 3. Amanda Leonard**
- 4. Betty Fitzhugh**
- 5. Brandon and Jessica Meade**
- 6. Bridgette Farrell-Kuzma**
- 7. Caroline Collier**
- 8. Cassandra Merchant**
- 9. Cynthia Baisch**
- 10. Deborah Roeseler**
- 11. Erin Altschuler**
- 12. Jaimie Brandt**
- 13. Jamie Hilbmann**
- 14. Jenna Cooper**
- 15. Jennifer Herbert**
- 16. Jenny Hale**
- 17. Jessica Whiteley**
- 18. Juan Diaz**
- 19. Lauren Hamilton**
- 20. Meghann Gillette**
- 21. Mekia Dalton**
- 22. Michele Golles**
- 23. Natasha Armijo**
- 24. Pavankumar781**
- 25. Sana A**
- 26. Stephanie Sonnenberg**
- 27. Tashea Clark**
- 28. Todd McLean**
- 29. Vicky Majano**