

Garrisonville Elementary
PTO Meeting
March 3, 2025



- Meeting brought to order by Jen Herbert (PTO President)
 - The March PTO meeting was brought to order at 6:03 pm.
- Pledge of Allegiance
- Presentation of the February Meeting Minutes by Kathryn Pendleton (PTO Secretary)
 - Brandon Meade motioned to approve the February meeting minutes, and Susan Harker and Kristina Miller both raised their hands to second the motion.
- Treasurer's Report by Jessica Meade (PTO Treasurer)
 - We had an emerging request from the school for printing supplies. It was under the threshold so only the PTO Board needed to vote, and we approved the request. For your information, if an emerging request is under \$1,000 the board can vote to approve or deny a request. If the request is over \$1,000 then the vote will be presented to all PTO members.
 - We do not have numbers from our most recent spirit nights yet, but we will share them with you once those numbers come in.
 - The Painting with the Principals Night went well and we were slightly over budget on our expenses for that event. We have unused items that need to be returned, so by next month's report, it will show that we are under budget for the event.
 - Gator Gear- We made a little bit of money on the second order. Expenses were a little higher this year for Gator Gear, so we are about \$200 under budget from what we had planned to make.
- Spring ASE
 - The last two sessions will be Wednesday March 5 and Wednesday March 19
 - Thank you to the wonderful staff and community members who are teaching such fun and engaging classes. If you taught a class and need to submit receipts for reimbursement, please submit those receipts before the last week of ASE. All payment will be delivered on the last day of ASE classes (March 19). If you will not be there on the last day, please reach out to the PTO to make arrangements to pick up your check.
 - Pick up is at 4:40, and please remember to bring your ID when picking up your child. If someone is picking up your child that is not on the list you originally submitted in your registration, please let us know so we can add them to the list of acceptable adults able to pick up your child.
- Gator Gear

- Gator Gear will be delivered to classrooms on Tuesday March 4th. We are still waiting on a few items that will likely be delivered in the next week and a half so we will make sure those items get distributed as soon as they come in.
- Thank you so much to Meghann Gillette for all her hard work and the time she has dedicated to make incredible Gator Gear items available for families.

- Gator Week
 - March 10-14
 - Monday will be the word parade at 9:45 am- bring your ID as you enter to the right of AG Wright to go to the track.
 - Tuesday is Tie Dye Day.
 - Wednesday is Wacky Day. Wear crazy mismatched clothes.
 - Thursday is Pajama Day. The kids will also get to see the Reptile World Show, and the spirit bus will be coming through neighborhoods from 4:30-6:30.
 - Friday is Spirit Day so everyone is encouraged to wear green and orange.
 - Book Fair will be open during Gator Week. Students can shop during the day, and it will be open for families to shop from 12:30-2:00, and after school on Tuesday March 11 from 3:30-5:00.
 - See the Gator Gram for more details on specific activities and themes each day

- Bingo Night
 - Friday April 11 in the GES cafeteria
 - Doors open at 5:00 pm, and Bingo will start at 5:45. The first game will be free and any subsequent games you'd like to purchase will be available for \$1.
 - Please bring your own highlighters, markers, or pens to mark your Bingo sheet.
 - We are working on getting about four food trucks so you can purchase food prior to Bingo starting.
 - Thank you to Alyssa Hart for volunteering to chair this event. Bingo would not be happening if it wasn't for her, so a big shout out to Alyssa, one of our amazing Kinder Gator parents!

- PTO Executive Board Nominations
 - We will be accepting nominations for the Executive Board from March 3rd to March 19th. If you want to nominate yourself or would like to nominate someone else, please let the PTO know. If you are not comfortable taking on a role on the PTO Board, we would also love volunteers to assist in a board position or chair events.
 - Taken from the GES PTO bylaws, here is a brief description of each position on the Executive Board:
 - The President or Co-Presidents shall preside at all meetings of the organization and shall coordinate the work of the officers and committees, in order that the objectives/mission may be promoted.
 - 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.
 - The Secretary shall keep a permanent and accurate record of all meetings. The Secretary must have a copy of the current bylaws at each

meeting. The Secretary shall conduct all correspondence as requested by the President or Co-Presidents. The Secretary must post the minutes of each meeting online no later than seven days following the meeting.

- The Treasurer shall (i) have custody of all of the funds of the organization; (ii) keep an accurate record of receipts and expenditures; and (iii) in accordance with the budget adopted by the PTO, shall make disbursements as authorized by the President or Co-Presidents, Executive Committee, or the PTO in accordance with Article XII. The Treasurer shall present a financial statement at every meeting of the PTO and at other times when requested by the Executive Committee and shall make a full report at the end of the current school year. A monthly report will be posted online with the current month's meeting minutes. If no meeting was held during a month, all reports for months without a meeting shall be included with the next month's report. The Treasurer is also responsible for filing taxes for the PTO as required.

- Principal's Report by Mrs. Clemente

- A huge thank you to the ASE teachers! The kids have been loving the classes, and learning some incredible things. Thank you for taking the time to teach these classes.
- At the end of April, the school will be starting the tutoring that we call Gator Power Hour for children that may need some extra help in preparation for SOL's. Those invitations will go out in a couple weeks to families. Tutoring will start on April 22nd and will run for six sessions.
- Families were notified of the changes to the morning bus schedule. Division wide, buses have had many issues over the past couple years. We have expressed concerns with transportation because we are three schools functioning on one campus. As the school learns more about possible solutions we will let families know. The School Board and Transportation Department welcome feedback from families and teachers so don't hesitate to reach out to them with your feedback. The school is advocating to have times spread enough apart so Rock Hill, AG Wright and Garrisonville won't overlap as much.

- Old Business/Questions/Comments:

- Ms. Golles shared that the school will be having an author visit on Friday March 7th. Mr. Troy Cummings will give each student one of his books, and one student from each classroom will get to have their book signed by Mr. Cummings. Students in grades K-2 will receive his book *I Found a Kitty* and students in grades 3-5 will receive his book *Notebook of Doom, Book 1*
- An update was shared about the company the school has used to get movie rights so we can have our movie night each year. Last year, the PTO provided funds to cover the cost, and this year the price is going up to cover streaming, copyright, and licensing. Every year the school has hosted a movie night and in order to do that we need a movie license. The licensing has been purchased through the company Swank. There have been a few changes with licensing, and now the purchase includes streaming, copyright and licensing in one lump sum of \$1,040 per year, with our renewal coming up in May. Classroom teachers could utilize this resource as well. The school is going to do some more research about this and let the PTO Board know how they want to proceed.
- A question was asked about possibly having a second movie night in the Spring. With Gator Week, Gator Power Hour, and daylight lasting longer into the evening,

it just hasn't worked out in the past. Families have expressed desires to have another movie night so we can look at options to accommodate these requests. Ms. Golles did an indoor movie after school one year, and it was a difficult process to get all the students picked up. PTO members discussed options with having a possible indoor movie night and how to best carry that out.

- Upcoming Events:
 - 3/5 ASE
 - 3/5 Spirit Night at Chipotle from 4-8 pm (Embrey Mill). Take the flyer that went home today or let them know you are from Garrisonville Elementary. There is a code on our Facebook page you can use to do an online order.
 - 3/10-3/14 GATOR WEEK
 - 3/12 Spirit Night at Abner B's (Embrey Mill)
 - 3/19 Last ASE session
 - 3/24-4/1 Spring Break
 - 4/11 Bingo Night at GES doors open at 5:00 with Bingo starting at 5:45
 - 4/12 and 4/13 Fine Arts Festival at Colonial Forge High School- Singing Gators will be performing at 3:00 and the 3rd grade musical will be at 11:30 on the 12th
 - 4/14 PTO Meeting at 6:00 pm in the GES Library
 - 4/18 and 4/21 No school
 - 4/27 Fred Nats game at 1:00 pm; Singing Gators will perform the National Anthem. Tickets will be available at a discounted rate. They will send us a link for purchase instructions that we will send out to families.
- Meeting Adjourned
 - Bridgette Farrell-Kuzma motioned to adjourn the March PTO meeting at 6:36 pm.
- Members in Attendance:
 - Alyssa Hart
 - Amanda Leonard
 - Brandon Meade
 - Kristina Miller
 - Lingisi Thompson
 - Meghann Gillette
 - Michele Golles
 - Susan Harker
 - Kathryn Pendleton
 - Jessica Meade
 - Jen Herbert
 - Vicky Majano
 - Jodi Odium
 - Nicole Clemente
 - Bridgette Farrell-Kuzma

Income			2023-2024 (whole year)			2024-2025 (as of 2/28/25)			
				Year To Date	Variance		Year To Date	Variance	
Heading	Account Type	Heading Name	Category Name	Budget	Amount	Amount	Budget	Amount	Amount
Income		Amazon Smile Donations	Amazon Smile	\$0.00	\$0.00	\$0.00	-	-	-
Income		Carry Over Income	Allocated income from Previous year	\$7,820.00	\$0.00	(\$7,820.00)	5,018.00	-	(5,018.00)
Income		Carry Over Income	Reserve	\$5,000.00	\$0.00	(\$5,000.00)	5,000.00	-	(5,000.00)
Income		Community Events Income	Bingo Income	1,500.00	830.84	(669.16)	1,500.00	-	(1,500.00)
Income		Community Events Income	Holiday Festival Income	4,800.00	3,499.18	(1,300.82)	4,500.00	6,290.42	1,790.42
Income		Community Events Income	Pizza Kit Income	1,500.00	376.21	(1,123.79)	-	-	-
Income		Community Events Income	Spirit Nights Income	3,200.00	1,668.62	(1,531.38)	2,000.00	1,307.32	(692.68)
Income		Community Events Income	Sweetheart Dance Income	2,500.00	1,473.85	(1,026.15)	-	-	-
Income		Community Events Income	Trunk or Treat	2,863.00	2,981.40	118.40	-	316.84	316.84
Income		Donations & Sponsorship	Boosterthon shirt donations	1,500.00	1,500.00	-	-	-	-
Income		Donations & Sponsorship	Contributions/Gifts/Grants	300.00	1,513.06	1,213.06	1,300.00	446.67	(853.33)
Income		Donations & Sponsorship	Sponsorship	-	-	-	-	-	-
Income		Extracurricular Program - ASE	Extracurricular Income - ASE	16,000.00	16,055.00	55.00	8,000.00	14,155.00	6,155.00
Income		Fundraising	Boosterthon Corporate Match	-	286.45	286.45	-	50.00	50.00
Income		Fundraising	Boosterthon Income	55,000.00	64,572.61	9,572.61	60,000.00	71,092.61	11,092.61
Income		Fundraising	Box Tops Income	300.00	78.90	(221.10)	100.00	36.50	(63.50)
Income		Fundraising	Gator Gear Income	5,850.00	9,829.20	3,979.20	9,400.00	12,958.01	3,558.01
income		Fundraising	Outdoor Classroom Project Income				300.00	280.82	(19.18)
Income		Fundraising	Year Book Income	4,000.00	358.21	(3,641.79)	6,000.00	40.00	(5,960.00)
Income		Membership	Membership Dues	1,500.00	1,842.40	342.40	2,700.00	2,129.10	(570.90)
Income		Movie Night Income	Movie Night income	100.00	-	(100.00)	-	250.00	250.00
Income		Petty Cash (In)	Petty Cash In	200.00	1,280.00	1,080.00	1,000.00	400.00	(600.00)
		Total Income		\$113,933.00	\$108,145.93	(\$5,787.07)	\$106,818.00	109,753.29	2,935.29

Expense			2023-2024 (whole year)			2024-2025 (as of 2/28/25)			
				Year To Date	Variance		Year To Date	Variance	
Heading	Account Type	Heading Name	Category Name	Budget	Amount	Amount	Budget	Amount	Amount
Expense		Carry Over Expense	Carry Over Expense	5,000.00	-	(5,000.00)	1,689.00	-	(1,689.00)
Expense		Committee Expense	5th grade shirts	1,500.00	1,467.62	(32.38)	1,500.00	-	(1,500.00)
Expense		Committee Expense	Staff Shirts	1,300.00	1,300.00	-	1,015.00	1,013.00	(2.00)
Expense		Community Events Expense	Bingo Expense	300.00	65.52	(234.48)	300.00	-	(300.00)
Expense		Community Events Expense	Holiday Festival Expense	2,500.00	1,187.43	(1,312.57)	2,000.00	4,127.82	2,127.82
Expense		Community Events Expense	Photo Backdrop Expense	-	-	-	-	-	-
Expense		Community Events Expense	Pizza Kits Expense	1,400.00	279.00	(1,121.00)	-	-	-
Expense		Community Events Expense	Sweetheart Dance Expense	1,000.00	524.02	(475.98)	500.00	591.44	91.44
Expense		Community Events Expense	Trunk or Treat	2,000.00	1,627.91	(372.09)	2,500.00	2,692.15	192.15
Expense		Extracurricular Expense - ASE	Extracurricular Class Supplies - ASE	1,000.00	1,332.33	332.33	800.00	654.22	(145.78)
Expense		Extracurricular Expense - ASE	Extracurricular Teacher Fee - ASE	12,000.00	12,780.00	780.00	6,500.00	5,280.00	(1,220.00)
Expense		Fundraising Expense	Boosterthon Percentage	24,750.00	28,943.92	4,193.92	27,000.00	31,419.21	4,419.21
Expense		Fundraising Expense	Boosterthon Set Up Fee	2,000.00	2,000.00	-	2,000.00	1,000.00	(1,000.00)
Expense		Fundraising Expense	Boosterthon shirts	4,100.00	4,505.85	405.85	4,500.00	4,165.60	(334.40)
Expense		Fundraising Expense	Gator Gear Expense	3,000.00	6,808.20	3,808.20	6,500.00	10,267.41	3,767.41
Expense		Fundraising Expense	Outdoor Classroom Project Expense	-	-	-	300.00	-	(300.00)
Expense		Fundraising Expense	Year Book Expense	3,500.00	767.01	(2,732.99)	6,000.00	-	(6,000.00)
Expense		Instructional Supplemental	Boosterthon Teach Incent/principal chall	5,500.00	6,458.84	958.84	6,000.00	6,986.10	986.10
Expense		Instructional Supplemental	Student Agendas	1,000.00	1,997.91	997.91	1,200.00	-	(1,200.00)
Expense		Misc Fees	Movie Licensing	590.00	614.00	24.00	650.00	-	(650.00)
Expense		Misc Fees	Pay Pal fees	200.00	975.55	775.55	1,000.00	512.91	(487.09)
Expense		Misc Fees	Square Fees	200.00	33.00	(167.00)	150.00	661.10	511.10
Expense		Movie Night Expense	Movie Night Expense	150.00	-	(150.00)	150.00	124.54	(25.46)
Expense		Petty cash (out)	Petty Cash Out	200.00	1,280.00	1,080.00	1,000.00	400.00	(600.00)
Expense		PTO Operating Expense	Bulletin Board Expense	100.00	49.71	(50.29)	100.00	51.31	(48.69)
Expense		PTO Operating Expense	Organization expenses	700.00	202.32	(497.68)	360.00	245.84	(114.16)
Expense		PTO Operating Expense	Organization Exps: Copier Usage/ Paper	-	500.00	500.00	500.00	250.00	(250.00)
Expense		PTO Operating Expense	PTO Financial Manager Program	170.00	129.00	(41.00)	140.00	139.00	(1.00)
Expense		PTO Operating Expense	PTO insruance	675.00	636.00	(39.00)	675.00	636.00	(39.00)
Expense		PTO Operating Expense	software costs	-	239.88	239.88	-	-	-
Expense		PTO Operating Expense	Tax Prep	150.00	119.75	(30.25)	150.00	99.90	(50.10)
Expense		PTO Operating Expense	Website	350.00	225.10	(124.90)	250.00	259.00	9.00
Expense		School Expenses	Beautification	250.00	101.96	(148.04)	400.00	202.06	(197.94)
Expense		School Expenses	Copier Lease	-	-	-	-	-	-
Expense		School Expenses	School Wide Project	15,000.00	15,000.00	-	10,000.00	10,000.00	-
Expense		School Expenses	Water Cooler	528.00	685.62	157.62	689.00	457.80	(231.20)
Expense		School Programs	Assemblies	1,750.00	1,675.00	(75.00)	1,700.00	-	(1,700.00)
Expense		School Programs	BrainPOP Subscription	-	-	-	4,000.00	3,071.25	(928.75)
Expense		School Programs	Field Day	1,600.00	1,599.00	(1.00)	1,600.00	-	(1,600.00)
Expense		School Programs	Summer School Buses (Field Trips)	-	-	-	-	-	-
Expense		Special Requests	Emerging Requests	5,000.00	902.50	(4,097.50)	6,845.00	3,326.64	(3,518.36)
Expense		Special Requests	Rollover expenses	7,820.00	7,322.55	(497.45)	-	-	-
Expense		Staff Appreciation	bus driver Appreciation	250.00	-	(250.00)	250.00	104.61	(145.39)
Expense		Staff Appreciation	End of year staff lunch	650.00	-	(650.00)	-	-	-
Expense		Staff Appreciation	Staff Appreciation	2,000.00	1,199.74	(800.26)	1,450.00	1,291.22	(158.78)
Expense		Staff Appreciation	Staff Appreciation 12 days	1,200.00	1,100.48	(99.52)	1,000.00	928.25	(71.75)
Expense		Staff Appreciation	Staff Appreciation Gator Week	350.00	350.86	0.86	350.00	21.63	(328.37)
Expense		Staff Appreciation	Staff Appreciation week	1,700.00	3,609.94	1,909.94	2,405.00	109.04	(2,295.96)
Expense		Staff Appreciation	welcome back breakfast	-	606.36	606.36	-	-	-
Expense		Staff Appreciation	Welcome back lunch/open house	500.00	689.53	189.53	700.00	766.39	66.39
Total Expenses				\$113,933.00	\$111,893.41	(\$2,039.59)	\$106,818.00	91,855.44	(14,962.56)