Garrisonville Elementary
PTO Meeting
April 14, 2025

Meeting conducted by Jen Herbert (PTO President)
- Meeting brought to order at 6:07 pm

Pledge of Allegiance

Presentation of the March Meeting Minutes by Kathryn Pendleton (PTO Secretary)
- Alyssa Hart motioned to approve the March PTO Meeting minutes, with a second to approve by Kristina Miller.

Treasurer's Report by 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 this year's budget with a couple minor changes. The amount for the yearbook is down from the previous budget because yearbook's are done differently now so we don't have as much money coming in and out for yearbooks. We are looking to possibly charge for Trunk or Treat so that is included as income for next year. For ASE we were over budget for income and expense because we only budgeted for one session, and actually held two sessions. Next year we have budgeted for two sessions.
- We paid Jacob Branson $300 for his Eagle Scout project which was creating the outdoor classroom.
- We received $150 from our recent spirit night at Abner B's.

Executive Board Members
- The bylaws state the incoming board will be announced in May, however, there was a change when the school years started ending in May instead of June. As long as no one is opposed we will announce the new Executive Board members tonight as we are not planning to hold a PTO meeting in May since it is the last month of the school year.
- Jen Herbert asked if any members were opposed to announcing the Executive Board at tonight's meeting and not holding a meeting in May. No members were opposed.
- Bylaws will be updated to reflect this change.
- Executive Board Members for the 2025-2026 school year:
    - Jen Herbert (President)
    - Alyssa Hart (Vice President)
    - Jessica Meade (Treasurer)
    - Vicky Majano (Secretary)

Bingo Night

- Thank you to everyone who participated in our Bingo Night! Thank you to all the families who came and supported the event, and thank you to all the businesses and individuals who donated prizes.
- A huge thank you to Alyssa Hart for chairing this event.

Spirit Weekend at Edge Car Wash

- This was supposed to take place April 11-13, but due to the adverse weather, it has been changed and will now be happening this coming weekend, Friday and Saturday April 18-19. The location is 110 Patriots Xing Dr. near North Stafford High School.

Staff Appreciation

- May 5-9
- We have started sending out different ways members can participate and help with the events going on this week.

Fredericksburg Nationals Game

- Sunday April 27 at 1:35 pm
- Come enjoy a fun day of baseball, and watch Wally throw the first pitch.
- The Singing Gators, directed by Miss Hale, will be singing the National Anthem. If your student plans to sing, they will need to purchase a ticket. Miss Hale needs the permission forms back by the end of this week.
- Follow the link provided in the Gator Gram to purchase tickets

Upcoming Spirit Night

- Crumbl Cookies- May 13th from 4-8 pm at the Stafford Marketplace location. They are accepting in store and pick up orders, as well as advanced orders if they are placed that day.

Principal's Report by Mrs. Clemente

- For staff appreciation, we really appreciate your donations and help during that week. Our staff is at the heart of what we do, so thank you for your appreciation and love for them!
- Assessments are currently taking place in math and reading for all grades. SOL's will begin soon for 3-5 graders. The 5th graders will take the IRW writing assessment on Wednesday April 23. Families will receive a packet on the last day of school with information about their child's performance on those assessments, as well as their current grade report.
- Family Life lessons will be taking place in April. The dates were made available to families via the Gator Gram. You are able to opt out if you do not want your child to participate in those lessons.
- Field Day was moved to later in the school year at the request of the staff, and will now be held on Tuesday May 27th. Mr. Sargent will be sending information soon about specifics and volunteer opportunities. K-2 will participate in the morning and 3-5 will participate in the afternoon.
- DARE graduation is April 25 at 1:15 pm.
- The 5th grade moving on ceremony will be Thursday May 29 at 9:00 am and families will be invited to attend that event.

Old business/Questions/Comments

- Yearbook sales have officially closed. We will order some extra yearbooks and will let families know when those are in if you would like to order one but missed the deadline.

Upcoming Events:

- 4/18 and 4/19 Spirit Weekend at Edge Car Wash (110 Patriots Xing Dr.)
- 4/18 and 4/21 No School
- 4/27 Fred Nats Game at 1:35 pm.
- 5/5-5/9 Staff Appreciation Week
- 5/13 Spirit Night at Crumbl Cookies from 4-8 pm (Stafford Marketplace location)
- 5/26 No School
- 5/27 Field Day
- 5/29 Last day of school

Meeting Adjourned

- Motion to adjourn the April PTO Meeting at 6:20 pm by Kristina Miller, with a second to adjourn by Alyssa Hart.

Members in Attendance:

- Ms. Odlum
- Ms. Clemente
- Bridgette Farrell-Kuzma
- Jen Herbert
- Jessica Meade
- Kathryn Pendleton
- Jenna Mann
- Amanda Leonard
- Michele Golles
- Jordan Lee
- Kristina Miller
- Alyssa Hart
- Meghann Gillette
- Venus
- Kathryn Curran

Income			2023-2024 (whole year)			2024-2025 (as of 3/31/25)			2025-2026
				Year To Date	Variance		Year To Date	Variance	Proposed
Heading Account Type	Heading Name	Category Name	Budget	Amount	Amount	Budget	Amount	Amount	Budget
Income	Amazon Smile Donations	Amazon Smile	$0.00	$0.00	$0.00	$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	$0.00	($5,018.00)	5,000.00
Income	Carry Over Income	Reserve	$5,000.00	$0.00	($5,000.00)	$5,000.00	$0.00	($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)	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	6,000.00
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	1,617.32	(382.68)	2,000.00
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	3,000.00
Income	Donations & Sponsorship	Boosterthon shirt donations	1,500.00	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)	490.00
Income	Donations & Sponsorship	Sponsorship	-	-	-	-	-	-	-
Income	Extracurricular Program - ASE	Extracurricular Income - ASE	16,000.00	16,055.00	55.00	8,000.00	14,185.00	6,185.00	14,000.00
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	65,000.00
Income	Fundraising	Box Tops Income	300.00	78.90	(221.10)	100.00	36.50	(63.50)	100.00
Income	Fundraising	Gator Gear Income	5,850.00	9,829.20	3,979.20	9,400.00	12,988.01	3,588.01	13,000.00
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)	2,000.00
Income	Movie Night Income	Movie Night income	100.00	-	(100.00)	-	250.00	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)	1,000.00
		Total Income	**$113,933.00**	**$108,145.93**	**($5,787.07)**	**$106,818.00**	**$110,123.29**	**$3,305.29**	**119,840.00**

Expense			2023-2024 (whole year)			2024-2025 (as of 3/31/25)			2025-2026
				Year To Date	Variance		Year To Date	Variance	Proposed
Heading Account Type	**Heading Name**	**Category Name**	**Budget**	**Amount**	**Amount**	**Budget**	**Amount**	**Amount**	**Budget**
Expense	Carry Over Expense	Carry Over Expense	5,000.00	-	(5,000.00)	1,689.00	-	(1,689.00)	5,000.00
Expense	Committee Expense	5th grade shirts	1,500.00	1,467.62	(32.38)	1,500.00	-	(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)	1,050.00
Expense	Community Events Expense	Bingo Expense	300.00	65.52	(234.48)	300.00	-	(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	4,500.00
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	496.20	(3.80)	500.00
Expense	Community Events Expense	Trunk or Treat	2,000.00	1,627.91	(372.09)	2,500.00	2,692.15	192.15	2,500.00
Expense	Extracurricular Expense - ASE	Extracurricular Class Supplies - ASE	1,000.00	1,332.33	332.33	800.00	1,615.27	815.27	1,000.00
Expense	Extracurricular Expense - ASE	Extracurricular Teacher Fee - ASE	12,000.00	12,780.00	780.00	6,500.00	10,140.00	3,640.00	12,000.00
Expense	Fundraising Expense	Boosterthon Percentage	24,750.00	28,943.92	4,193.92	27,000.00	31,419.21	4,419.21	30,000.00
Expense	Fundraising Expense	Boosterthon Set Up Fee	2,000.00	2,000.00	-	2,000.00	1,000.00	(1,000.00)	2,000.00
Expense	Fundraising Expense	Boosterthon shirts	4,100.00	4,505.85	405.85	4,500.00	4,165.60	(334.40)	4,500.00
Expense	Fundraising Expense	Gator Gear Expense	3,000.00	6,808.20	3,808.20	6,500.00	10,267.41	3,767.41	10,000.00
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)	700.00
Expense	Instructional Supplemental	Boosterthon Teach Incent/principal chall	5,500.00	6,458.84	958.84	6,000.00	6,986.10	986.10	7,000.00
Expense	Instructional Supplemental	Student Agendas	1,000.00	1,997.91	997.91	1,200.00	-	(1,200.00)	1,200.00
Expense	Misc Fees	Movie Licensing	590.00	614.00	24.00	650.00	-	(650.00)	650.00
Expense	Misc Fees	Pay Pal fees	200.00	975.55	775.55	1,000.00	514.34	(485.66)	600.00
Expense	Misc Fees	Square Fees	200.00	33.00	(167.00)	150.00	661.10	511.10	1,000.00
Expense	Movie Night Expense	Movie Night Expense	150.00	-	(150.00)	150.00	124.54	(25.46)	150.00
Expense	Petty cash (out)	Petty Cash Out	200.00	1,280.00	1,080.00	1,000.00	400.00	(600.00)	1,000.00
Expense	PTO Operating Expense	Bulletin Board Expense	100.00	49.71	(50.29)	100.00	51.31	(48.69)	100.00
Expense	PTO Operating Expense	Organization expenses	700.00	202.32	(497.68)	360.00	245.84	(114.16)	350.00
Expense	PTO Operating Expense	Organization Exps: Copier Usage/ Paper	-	500.00	500.00	500.00	250.00	(250.00)	1,000.00
Expense	PTO Operating Expense	PTO Financial Manager Program	170.00	129.00	(41.00)	140.00	139.00	(1.00)	140.00
Expense	PTO Operating Expense	PTO insruance	675.00	636.00	(39.00)	675.00	636.00	(39.00)	650.00
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)	125.00
Expense	PTO Operating Expense	Website	350.00	225.10	(124.90)	250.00	259.00	9.00	300.00
Expense	School Expenses	Beautification	250.00	101.96	(148.04)	400.00	202.06	(197.94)	250.00
Expense	School Expenses	Copier Lease	-	-	-	-	-	-	-
Expense	School Expenses	School Wide Project	15,000.00	15,000.00	-	10,000.00	10,000.00	-	10,000.00
Expense	School Expenses	Water Cooler	528.00	685.62	157.62	689.00	517.65	(171.35)	700.00
Expense	School Programs	Assemblies	1,750.00	1,675.00	(75.00)	1,700.00	1,875.00	175.00	1,925.00
Expense	School Programs	BrainPOP Subscription	-	-	-	4,000.00	3,071.25	(928.75)	3,200.00
Expense	School Programs	Field Day	1,600.00	1,599.00	(1.00)	1,600.00	-	(1,600.00)	2,000.00
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)	5,000.00
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)	250.00
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	1,468.61	18.61	1,500.00
Expense	Staff Appreciation	Staff Appreciation 12 days	1,200.00	1,100.48	(99.52)	1,000.00	928.25	(71.75)	1,000.00
Expense	Staff Appreciation	Staff Appreciation Gator Week	350.00	350.86	0.86	350.00	21.63	(328.37)	350.00
Expense	Staff Appreciation	Staff Appreciation week	1,700.00	3,609.94	1,909.94	2,405.00	182.84	(2,222.16)	2,500.00
Expense	Staff Appreciation	welcome back breakfast	-	606.36	606.36	-	-	-	650.00
Expense	Staff Appreciation	Welcome back lunch/open house	500.00	689.53	189.53	700.00	766.39	66.39	700.00
		Total Expenses	**$113,933.00**	**$111,893.41**	**($2,039.59)**	**$106,818.00**	**$99,768.72**	**($7,049.28)**	**119,840.00**
		Profit/(loss)	**$0.00**	**($3,747.48)**	**($3,747.48)**	**$0.00**	**$10,354.57**	**$10,354.57**	-