

Garrisonville Elementary PTO
Meeting Minutes 9/16/24



Meeting conducted by Asheli Polychrones (PTO President)- Meeting brought to order at 6:00 pm

Pledge of Allegiance- led by Vicky Majano (PTO Secretary)

Approval of the August Meeting Minutes- Kathryn Pendleton (PTO Secretary)- Elle Manning and Anna Anderson motioned to approve the August PTO Meeting minutes.

Treasurer's Report- Jessica Meade (PTO Treasurer)- The most recent financial information has been sent out for members to view. The report includes the budget that has been approved for this year. For our Spirit Nights, we made about \$80 from Wendy's and \$360 from Moe's. For Boosterthon, we surpassed our goal of \$35,000.

Boosterthon Wrap Up

- Booster Staff and Volunteer Thank You- Our Boosterthon rep told us she was so proud we were able to earn so much money. Thank you to families and friends for donating and supporting our incredible school! Thank you to our wonderful water volunteers: Elle Manning, Melissa, Lauren, and Kathryn. We appreciate our parent volunteers!

PTO Membership Update

- Current Grade Level Leader- We are extending our membership window to October 9th. We are currently at 75%, and only need about thirty more memberships to reach our goal. If we reach our goal, we will be able to offer free admission to all PTO events this year. The current grade with the most memberships is kindergarten. The first place grade will get a popsicle party.

Gator Gear

- Sales are open until this Friday 9/20. Get your orders in! A huge thank you to Meghann Gillette for running the website and making this possible for our Gator families.
- Next Gator Gear sale will be in January

Movie Night

- Chairperson: Brandon Meade
- September 27th; the movie "Garfield" begins at 6:45pm. Families can arrive as early as 5:45 pm
- Located on AG Wright blacktop behind the school. There will be a side for those with blankets, and a side for those with chairs.
- Food trucks available as early as 5:45pm
- Food Trucks participating: Fire Escape Crazy Burgers, Amiee's Sandwiches, Flavor's Wadder Ice, The Good Puff, The Happy Waffle
- Clear Bags only due to event being on AG Wright grounds and SCPS policy
- We will have bathroom and sidewalk monitors, but as parents, please keep track of your children.

Fall After School Enrichment (ASE)

- Chairpersons: Jennifer Herbert (PTO Vice President), Elle Manning and Rebecca Hansen

- Thank you to those who volunteered to teach classes. We ended up with twenty classes, several of those being co-taught. We will send out the class option sheet on September 23, which will be posted online, as well as brought home on a green sheet of paper with your Gator that day.
- Class dates- Wednesday October 23, October 30, November 6, November 13. Makeup date would be November 20. Classes start right after school and students will need to be picked up at 4:40 pm. We will not have a car rider line this year so parents will need to come in the school with their ID to pick up their Gator. If someone other than a parent or guardian will be picking up your Gator, please note that on your registration form.
- Registration opens September 30 at 6:30 pm and closes October 7 with payment due by 6:30 pm. You will pick three classes when you register to ensure your Gator gets one class they are interested in if classes fill up. Classes are first come, first served.
- We will not be accepting cash or checks as a form of payment. Families will need to pay by Venmo or PayPal. Please note on your registration which form of payment you will be using along with your Gator's name. If for some reason, these two payment options don't work for you, please reach out to the PTO via email at gesparent.teacher.organization@gmail.com
- Class placements will be emailed to families on October 15th.

Trunk or Treat

- Chairperson: Stephanie Damiani
- October 25th 5pm-7:30pm
- Need adult volunteers and trunk decorators
- Next Monday, September 23, students will be coming home with some information about Trunk or Treat and ways you can help.

Winter Festival

- Chairperson: Megan Moon
- December 7th 8am-12pm
- There will be a silent auction, a cafe with hot chocolate and danishes, an elf shop where the kids can buy and wrap gifts for their families.
- If you know of any vendors that would be interested in coming to this event, please send them our way. We would love to have them!

Old business or Questions- A member asked for an update on the Wendy's Spirit Night where all the proceeds went to Jacob Branson's Eagle Scout project. The PTO is in contact with Wendy's to make sure Jacob receives the funds he was owed. If anyone would like to donate to Jacob's project, feel free to send money to the PTO through Venmo or PayPal and write "Jacob Branson" in the notes. If you'd like to donate another way, please email us.

Principal's Report by Ms. White- This was our thirteenth year as a school partnering with Boosterthon, and in those years the PTO has brought in \$320,000 in profit. This year alone we raised over \$39,000, which was \$4,000 more than last year with about the same student enrollment. The PTO gives \$10,000 of that money to the school and grade levels. With that money already we have allowed for our Kindergarten classes to pick pumpkins, 1st grade to visit Ferry Farm, and 2nd and 3rd grade to visit Riverside Theater at a very discounted rate. Additionally, 3rd grade's field trip in the spring will be completely covered, 4th grade will take charter buses to Jamestown, and 5th grade will take charter buses to the Richmond Science Museum at a discounted rate. 4th and 5th grade will also be doing spring events and those will be free of charge. We were able to provide school supplies for the students with funds from the county, and we are thrilled to also be able to offer field trips for the students. The first quarter of school ends on October 11th. October 14th will be parent conferences. There is no school on October 11th and 14th. At conferences, teachers will be going over Fall screening results, and parents will be given a copy of first quarter grade reports.

Meeting adjourned at 6:30 pm by Asheli Polychrones (PTO President)

Upcoming Events:

- 9/27 Outdoor Movie Night
- 9/30-10/7 ASE Registration open
- 10/3 No school
- 10/8 Fall Picture Day
- 10/11 No school
- 10/14 No school and parent conferences
- 10/15 ASE class placements emailed to families
- 10/21 PTO Meeting at 6:00 pm in GES Library
- 10/23 Spirit Night at Five Guys 4-8 pm
- 10/25 Trunk or Treat

Members in Attendance:

Sarah Berger
Alexis White
Anna Anderson
Bridgette Farrell-Kuzma
Stephanie Sonnenberg
Kathryn Pendleton
Asheli Polychrones
Jen Herbert
Jessica Meade
Vicky Majano
Elle Manning
Jodi Odlum
Meghann Gillette
Meghan Moon
Amanda Leonard
Amtulnoor Grosser
Erin Altschuler
Yinka Tyson
Jasmine
Margaret Courtney
Michele Golles
Susan Harker
Kristina Miller

*Members in attendance were asked to note which grade they have Gators in or represent as a teacher, because the grade level with the most attendance at PTO meetings will receive a prize. Fifth grade had the most representation at this meeting.

Expense

			2023-2024 (whole year)			2024-2025 (as of 8/31/24)		
Heading Account Type	Heading Name	Category Name	Budget	Year To Date Amount	Variance Amount	Budget	Year To Date Amount	Variance 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	-	(2,000.00)
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)	250.00	-	(250.00)
Expense	Community Events Expense	Trunk or Treat	2,000.00	1,627.91	(372.09)	2,500.00	26.32	(2,473.68)
Expense	Extracurricular Expense - ASE	Extracurricular Class Supplies - ASE	1,000.00	1,332.33	332.33	800.00	-	(800.00)
Expense	Extracurricular Expense - ASE	Extracurricular Teacher Fee - ASE	12,000.00	12,780.00	780.00	6,500.00	-	(6,500.00)
Expense	Fundraising Expense	Boosterthon Percentage	24,750.00	28,943.92	4,193.92	27,000.00	-	(27,000.00)
Expense	Fundraising Expense	Boosterthon Set Up Fee	2,000.00	2,000.00	-	2,000.00	-	(2,000.00)
Expense	Fundraising Expense	Boosterthon shirts	4,100.00	4,505.85	405.85	4,500.00	-	(4,500.00)
Expense	Fundraising Expense	Gator Gear Expense	3,000.00	6,808.20	3,808.20	6,500.00	-	(6,500.00)
Expense	Fundraising Expense	Outdoor Classroom Project Expense	-	-	-	550.00	-	(550.00)
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	-	(6,000.00)
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	20.49	(979.51)
Expense	Misc Fees	Square Fees	200.00	33.00	(167.00)	150.00	4.44	(145.56)
Expense	Movie Night Expense	Movie Night Expense	150.00	-	(150.00)	150.00	-	(150.00)
Expense	Petty cash (out)	Petty Cash Out	200.00	1,280.00	1,080.00	1,000.00	-	(1,000.00)
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	62.55	(297.45)
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	-	(140.00)
Expense	PTO Operating Expense	PTO insurance	675.00	636.00	(39.00)	675.00	-	(675.00)
Expense	PTO Operating Expense	software costs	-	239.88	239.88	-	-	-
Expense	PTO Operating Expense	Tax Prep	150.00	119.75	(30.25)	150.00	-	(150.00)
Expense	PTO Operating Expense	Website	350.00	225.10	(124.90)	250.00	240.50	(9.50)
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	113.70	(575.30)
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	-	-
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)	0	0	0	0	-	0
Expense	Special Requests	Emerging Requests	5,000.00	902.50	(4,097.50)	6,845.00	1,600.00	(5,245.00)
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	-	(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	59.94	(1,390.06)
Expense	Staff Appreciation	Staff Appreciation 12 days	1,200.00	1,100.48	(99.52)	1,000.00	-	(1,000.00)
Expense	Staff Appreciation	Staff Appreciation Gator Week	350.00	350.86	0.86	350.00	-	(350.00)
Expense	Staff Appreciation	Staff Appreciation week	1,700.00	3,609.94	1,909.94	2,405.00	-	(2,405.00)
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	\$4,410.70	(98,407.30)

Income

2023-2024 (whole year)

2024-2025 (as of 8/31/24)

Heading Account Type	Heading Name	Category Name	2023-2024 (whole year)			2024-2025 (as of 8/31/24)		
			Budget	Year To Date Amount	Variance Amount	Budget	Year To Date Amount	Variance 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	-	(4,500.00)
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	-	(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	-	-	-
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	-	(1,300.00)
Income	Donations & Sponsorship	Sponsorship	-	-	-	-	-	-
Income	Extracurricular Program - ASE	Extracurricular Income - ASE	16,000.00	16,055.00	55.00	8,000.00	-	(8,000.00)
Income	Fundraising	Boosterthon Corporate Match	-	286.45	286.45	-	-	-
Income	Fundraising	Boosterthon Income	55,000.00	64,572.61	9,572.61	60,000.00	14,265.90	(45,734.10)
Income	Fundraising	Box Tops Income	300.00	78.90	(221.10)	100.00	-	(100.00)
Income	Fundraising	Gator Gear Income	5,850.00	9,829.20	3,979.20	9,400.00	153.00	(9,247.00)
Income	Fundraising	Outdoor Classroom Project Income	-	-	-	300.00	-	(300.00)
Income	Fundraising	Year Book Income	4,000.00	358.21	(3,641.79)	6,000.00	-	(6,000.00)
Income	Membership	Membership Dues	1,500.00	1,842.40	342.40	2,700.00	535.00	(2,165.00)
Income	Movie Night Income	Movie Night income	100.00	-	(100.00)	-	50.00	50.00
Income	Petty Cash (In)	Petty Cash In	200.00	1,280.00	1,080.00	1,000.00	-	(1,000.00)
		Total Income	\$113,933.00	\$108,145.93	(\$5,787.07)	\$106,818.00	15,003.90	(\$91,814.10)