

Garrisonville Elementary
PTO Meeting
January 13, 2025



- Meeting conducted by Jen Herbert (PTO President)
 - Meeting brought to order by Jen Herbert at 6:01 pm
- Pledge of Allegiance led by Vicky Majano (PTO Secretary)
- Approval of the November PTO meeting minutes by Kathryn Pendleton (PTO Secretary)
 - Motion to approve the November meeting minutes by Brandon Meade, with a second to approve the November meeting minutes by Kristina Miller.
- Treasurer's Report by Jessica Meade (PTO Treasurer)
 - For Gator Gear we brought in about \$2,500
 - Fall ASE brought in \$2,200
 - The Winter Festival was an amazing event! We have a much higher expense than what we budgeted for, but we also had a much higher income. We made about \$2,200 at this event. The expense is a lot higher because we tried something new this year and used a company called Penguin Patch, a third party, for our Elf Shop. It went really well, and if we use them again we now know how to budget that better.
 - The spirit night at Wendy's brought in \$80.
 - The spirit night at Abner B's brought in \$200.
 - The Wendy's and Abner B's spirit nights will both go toward helping Jacob Branson with his Eagle Scout project of building an outdoor classroom for GES.
- Holiday Festival Wrap-up
 - Thank you so much to Brandon Meade and Elle Manning for chairing this event and making it such a huge success. They worked so hard and we are so grateful for their willingness to help with this event.
 - We have gotten some good feedback about the Elf Shop and utilizing the Penguin Patch for that portion of the Holiday Festival.

- We would love your feedback on the Holiday Festival, so keep an eye out for a survey you can submit to let us know your thoughts.
- Gator Gear
 - The Gator Gear store will be open again from January 21-31. Orders will arrive prior to Gator Week which is March 10-14.
 - Meghann Gillette has created a Gator Week shirt, and we are looking at potentially adding scrunchies and Stanley cup straw covers to the store.
 - Items from the previous store opening will still be available when the shop opens again this month.
- After School Enrichment
 - ASE will take place each Wednesday in February (the 5th, 12th, 19th, 26th) after school until 4:40 pm. A possible make-up day would be Wednesday March 5th.
 - Registration will be open from Thursday January 16 to Wednesday January 22.
 - Remember that registration is first come, first served. If your Gator has a preferred class, please try to register toward the beginning of the registration period.
 - Once you have registered, you will receive an invoice through Square to submit payment. Please pay promptly to ensure your Gator's placement for ASE.
 - Pick up for ASE will be in person again this time. Please indicate on the registration form ANY adult allowed to pick up your Gator, including the names of parents or guardians. Please have a photo ID when you come to pick up your Gator.
 - Thank you so much to any teachers and community members who have signed up to teach these classes.
- Looking Ahead
 - There is a spirit night this Wednesday January 15 at Chuck E. Cheese.
 - February event- Painting with the Principals. More info coming soon.
 - April event- Bingo Night
 - We are still in need of a chairperson for this event. If you are interested, please let us know. If we do not have a chairperson by February 13 we will need to cancel the event.
- Old business, Questions/Comments
 - Ms. Golles shared that the school is starting their One School, One Book selection this week. The book is *Parker Bell and the Science of Friendship* by Cynthia Platt. Everyone will read this book with their teachers, and

choose words from the book for inspiration when dressing up for the word parade during Gator Week.

- Principal's Report by Ms. Odlum
 - We are excited to have everyone back in the building. There are more storms on the horizon, so keep an eye on the weather and plan accordingly for any possible delays or closures.
 - We do have assessments happening this month. If your children are well enough, please send them to school so they can be present for these assessments.

- Upcoming Events
 - 1/15- PTO Spirit Night at Chuck E. Cheese
 - 1/16- ASE registration opens at 6:00 pm
 - 1/20- No school
 - 1/22- ASE registration closes at 6:00 pm
 - 1/22- Club Photos
 - 2/10- PTO Meeting 6:00 pm in the GES Library

- Meeting Adjourned
 - Motion to adjourn the January PTO Meeting by Stephanie Sonnenberg at 6:15 pm

- Members in Attendance
 - Amanda Leonard
 - Bridgette Farrell-Kuzma
 - Brandon Meade
 - Erin Altschuler
 - Jasmine
 - Kristina Miller
 - Meghan Moon
 - Stephanie Sonnenberg
 - Venus
 - Michele Golles
 - Angela Nazirah
 - Jen Herbert
 - Jessica Meade
 - Vicky Majano
 - Kathryn Pendleton
 - Jodi Odlum
 - Anna Anderson
 - Maricsa Diaz

Income

Heading Account Type	Heading Name	Category Name	2023-2024 (whole year)			2024-2025 (as of 12/31/24)		
			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	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	360.12	(1,639.88)
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	234.59	(1,065.41)
Income	Donations & Sponsorship	Sponsorship	-	-	-	-	-	-
Income	Extracurricular Program - ASE	Extracurricular Income - ASE	16,000.00	16,055.00	55.00	8,000.00	8,184.20	184.20
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	-	(100.00)
Income	Fundraising	Gator Gear Income	5,850.00	9,829.20	3,979.20	9,400.00	9,651.01	251.01
Income	Fundraising	Outdoor Classroom Project Income	-	300.00	300.00	300.00	200.00	(100.00)
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	99,198.89	(7,619.11)

Expense			2023-2024 (whole year)			2024-2025 (as of 12/31/24)		
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	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)	250.00	-	(250.00)
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	7,141.87	641.87
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	6,986.10	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	443.46	(556.54)
Expense	Misc Fees	Square Fees	200.00	33.00	(167.00)	150.00	324.65	174.65
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 insurance	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	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	341.10	(347.90)
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)	0	0	0	0	-	0
Expense	Special Requests	Emerging Requests	5,000.00	902.50	(4,097.50)	6,845.00	2,620.12	(4,224.88)
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	79.61	(170.39)
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	799.50	(650.50)
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	-	(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	86,243.45	(20,574.55)
Profit/(loss)			\$0.00	(\$3,747.48)	(\$3,747.48)	\$0.00	12,955.44	12,955.44