



PTO Meeting Minutes

Date 6/6/2023 | Time Date @ 7:00 PM | Meeting called to order by Mark Whatley

In Attendance

Mark Whatley, Emily Strout-Garcia, Samantha Linford, Aimee Holloway, Leah Kletnieks, Susan Lawson, Katy McGuire, Megahn Hanely, Ross Fetterman, Brooke Beyer, Megan Grassi, Andrew Westman, Paula Westman

Approval of Minutes

Mark Whatley moved to approve the May 9th, meeting minutes. Motion seconded by Katie Mc Guire. All voted in favor.

Agenda

1. Opening
2. Reports
3. Old Business
4. New Business
5. Open Discussion
6. Announcements
7. Adjournment

Reports

Principal's Report - Loves abilities awareness and would like to see if it can be expanded into the district. Onboard for more assemblies. Likes the afterschool activities. Asking for more funding for some technology next year. Enjoyed the dunk tank at the carnival.

Teacher's Report - Lots of appreciation for the carnival and all the work we do throughout the year to support the school and the culture. Presented the Stingray Star Video created by the Leadership team.

Treasurer's Report – Emily Stout-Garcia

- Statement balances as of 5/31/2023:
 - Checking \$44,456.50
 - Savings \$129,213.72
- Account balances -
 - +\$15,807.87 since 04/30/23 statement
 - 29 checks cleared in May totaling \$4,244.20 including:
 - Various teacher reimbursements and other expenses

Fiscal YTD- Net income summary as of 06/06/2023

| Category name | Net income | Total change since last meeting | Percent to budget (GOAL) |
|---|-------------|---------------------------------|--------------------------|
| Spring Fundraiser (Carnival + Auction) | \$13,465.18 | -- | 136% |
| Spiritwear | \$345.92 | -- | 35% |
| Weekly ice cream sales | \$2,276.27 | -- | 152% |
| Yearbook | \$1,292.69 | -- | 600% |
| Amazon Smiles | \$845.54 | -- | 281% |

Fiscal YTD- Expenses summary as of 06/06/2023

| Category name | Total spent | Total change since last meeting | Percent to budget |
|----------------------------|-------------|---------------------------------|-------------------|
| General class funds | \$14,874.51 | +\$2,799.21 | 76% |
| Operating expenses | \$2,249.15 | +\$9.00 | 62% |

General class fund reimbursement

- Reimbursements received since 06/06/2023 will be paid before end of school year.
- Remaining balances for the 2022-2023 school year can be used until the end of the PTO's fiscal year. Reimbursements must be received by August 29, 2023. Any requests received after August 29, 2023 will be reimbursed against the 2023-2024 class budget.

2022-2023 fiscal audit - Has 2 volunteers for this. Dates

- Looking for a volunteer group to conduct an audit of the 2022-2023 PTO account financial records.
- Purpose of the audit is to:
 - Certify accuracy of the books and records.
 - Provide assurance that the PTO's resources are being managed appropriately.
 - Satisfy section 2 article VIII of the PTO bylaws and insurance requirements.
- Volunteer group will:
 - Receive financial records from treasurer
 - Review a sample of transactions for accuracy and documentation
 - Submit a report of findings (using sample template) to the membership
- Estimated timeframe to complete: As soon as possible after the close of the fiscal year, ideally before December 1, 2023. Fiscal year closes 08/31/2023.
- Suggested number of volunteers: 2-3

PCIC Report – Leah Kletnieks - No report

Old Business

- Spring Carnival Updates: Great feedback overall. Many asked about bring back the petting zoo (possibly charge more for it next year?) The obstacle course was the biggest money maker, 2nd was the treat trot, 3rd dunk tank. Easy games ran out of prizes quickly. Would order more prizes next year.
 - Ticket booth bottleneck: Ideas - Have more presale tickets ready, separate presale ticket table and have it outside of the gate so we can start selling them before. Kindness kernel revamp, free for kids to get them more involved.
- Auction Update: Went well. Only a few things didn't sell.
- 5th grade camp: room didn't end up getting used. Camp went really well.
- Spirit Days: Themes review at Summer meeting.
- Open House: Went well, sold some spirit wear.

New Business

- Dates for summer meeting to go over budget and calendar planning.
 - o Sunday, July 16th at 10 AM Big Trees Park.
- Vice President - Susan Lawson voted in as the new VP

Open Discussion

- School dance for next year - Susan L. has a vendor to review the site to provide a quote.
- Beautification committee? Combine it with the Garden committee for overall school grounds.

Announcements

- First day of school 8/21

Adjournment

The meeting was adjourned at 8:19 PM.

Submitted by Megan Grassi