



**Wheatland Elementary Parent Teacher Organization, Inc.  
PTO General Meeting Minutes  
January 23, 2024**

Allison Roth, PTO President, called the meeting to order at 7:01 p.m. at the Wheatland Elementary School library. Present were Elton Armbrister, Whitney Beard, Kelli Emrick, Ashlynn Hanna, Ashley Houser, Samantha Jacob, Allison Marshall, Taylor McClure, Angie Muether, Megan Perry, Cassie Price, Allison Roth and Kaycee Williams

**Welcome: Allison Roth**

Ms. Roth welcomed the group and asked for motion to approve minutes from November 7, 2023 meeting. Motion was made and seconded. The motion was approved without objection.

**Principal's Report: Elton Armbrister:**

Mr. Armbrister discussed Open Enrollment in our district beginning with the 2024/25 school year. The district is still working through all of the details regarding the Open Enrollment process. There was a joint school site council meeting in November and will be another in February.

Mr. Armbrister let the group know that Mrs. Adwell will be leaving Wheatland and there [was] an open school counselor position.

Pre-enrollment is currently taking place— parents/guardians should have received an email from the district.

Mr. Armbrister spoke briefly of the upcoming Internet/Online Safety Presentation taking place for parents 1/31/2024 at Andover High School as well as the presentation geared toward students.

## **Treasurer's Report: Kaycee Williams**

Ms. Williams presented the Treasurer's Report. Attached. We are ahead of where we expected to be.

## **Coordinator Reports:**

- **Lead Room Parents – Marynell Popst**
  - Room Parents should be planning class Valentine Parties
- **Box Tops/Dillons Dollars – Haydee Miller**
  - Reminder to keep scanning your receipts
  - Kindergarten is in the BoxTops Lead
- **RaiseRight Gift Cards (formerly Scrip) - Laurel Russell**
  - Our pre-Holiday sale had the most participation we've ever had.
  - Looking at having another sale before Teacher Appreciation Week in May
- **Holiday Hugs - Kristi Purser**
  - Link available in the Weekly Warrior.
- **Family Fun Night – Samantha Jacob & Kelli Emrick**
  - Family Fun night is April 5, 2024.
  - First official Planning meeting scheduled.
  - Basket Wrapping will be before the March 26th PTO meeting @6pm
- **Weekly Warrior – Jordan Boone**
  - If you would like to receive the Weekly Warrior update e-mail each week, please email us at [ptoweeklywarrior@gmail.com](mailto:ptoweeklywarrior@gmail.com).
  - Weekly Warrior is emailed each Wednesday. If you would like something included in the Weekly Warrior email [ptoweeklywarrior@gmail.com](mailto:ptoweeklywarrior@gmail.com) by Monday evening.
- **Staff Appreciation Week– Whitney Beard & Megan Perry**
  - Staff Appreciation week will be May 6-10— More info as we get closer to the date
- **Staff Celebrations – Stefanie Beckman & Jenna Whitehead**
  - Staff Birthdays will be celebrated the 3rd week of each month.

- **Restaurant Nights - Lindsey Wilson**

- Next Restaurant Night @ Freddy's February 26th
  - We get 15% of sales— Check Weekly Warrior for more information.
  - Possibly others in the spring.

- **Social Nights – Taylor Faircloth**

- Chicken N Pickle Ice Skating postponed to Jan 30
  - We will earn 10% of Wheatland Food and 10% of Wheatland Activity sales
- Upcoming Dates
  - Awaite Jump Night March 21, 2024 6pm-8pm
    - We will earn 50% of Wheatland Sales
  - Dave & Busters May 13, 2024 5-8pm

- **Spirit Wear – Angie Muether**

- The last sale wasn't a huge success.
- Next sale will be before Teacher Appreciation week.
- Discussed having some t-shirts pre-made to sell at Kindergarten Round up

- **Yearbook Sales**

- Coming Soon

## **New Business:**

Next PTO meeting will be March 26, 2024@7pm. Family Fun Night Basket wrapping will take place before this meeting at 6pm

There being no further business, the meeting was adjourned at 7:40 p.m.

Respectfully Submitted,

*Is Cassie Price*

Cassie Price, Secretary

**Wheatland Elementary PTO  
Budget VS Actual Report  
2023-2024**

<b>Category</b>	<b>As of 12/29/2023</b>	<b>2023-2024 Budget</b>	<b>2023-2024 Actual</b>
Cash Balance		\$ 5,077.00	\$ 16,249.83
<b>Income</b>			
Fall Fundraiser (Warrior Dash)	\$	33,000.00	\$ 41,027.47
Spirit Wear/Gear	\$	1,000.00	\$ 814.81
Yearbooks	\$	1,700.00	\$ -
Scrip Gift Cards	\$	5,000.00	\$ 1,107.38
Dillons Community Rewards Program	\$	1,800.00	\$ 1,159.80
FFN Fundraiser	\$	15,000.00	\$ -
Book Fair	\$	-	\$ 5,151.32
Box Tops	\$	-	\$ -
Event Night (Social)	\$	800.00	\$ 365.60
Event Night (Restaurant)	\$	700.00	\$ 688.54
Donations	\$	-	\$ 100.00
<b>Total Income</b>		\$ 59,000.00	\$ 50,414.92
<b>Direct Expense</b>			
Fall Fundraiser (Warrior Dash)	\$	8,000.00	\$ 6,671.49
Spirit Wear/Gear	\$	-	\$ -
Yearbooks	\$	1,000.00	\$ -
Scrip Gift Cards	\$	4,750.00	\$ 871.00
Dillons Community Rewards Program	\$	-	\$ -
FFN_Tickets	\$	300.00	\$ -
FFN_Prizes	\$	300.00	\$ -
FFN_Baskets	\$	500.00	\$ -
FFN_Games	\$	700.00	\$ -
FFN_Concessions	\$	1,200.00	\$ -
FFN_Other	\$	4,000.00	\$ -
FFN_Start up-Cash	\$	3,000.00	\$ -
Book Fair_Vendor	\$	-	\$ 5,151.59
Book Fair_Library	\$	-	\$ -
Box Tops	\$	-	\$ -
Event Night (Social)	\$	100.00	\$ -
Event Night (Restaurant)	\$	-	\$ -
Donations	\$	-	\$ -
<b>Total Direct Expense</b>		\$ 23,850.00	\$ 12,694.08
<b>Margin</b>			
Fall Fundraiser (Warrior Dash)	\$	25,000.00	\$ 34,355.98
Spirit Wear/Gear	\$	1,000.00	\$ 814.81
Yearbooks	\$	700.00	\$ -
Scrip Gift Cards	\$	250.00	\$ 236.38
Dillons Community Rewards Program	\$	1,800.00	\$ 1,159.80
FFN Fundraiser	\$	5,000.00	\$ -
Book Fair	\$	-	\$ (0.27)
Box Tops	\$	-	\$ -
Event Night (Social)	\$	700.00	\$ 365.60
Event Night (Restaurant)	\$	700.00	\$ 688.54
Donations	\$	-	\$ 100.00
<b>Total Margin</b>		\$ 35,150.00	\$ 37,720.84

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<b>Category</b>	<b>As of 12/29/2023</b>	<b>2023-2024 Budget</b>	<b>2023-2024 Actual</b>
<b>Operating Expense</b>			
Administrative - Tax Prep & Annual Report	\$	240.00	\$ 340.00
Donation for 5th Graders	\$	500.00	\$ -
Meet the Teacher/Popsicles on Playground	\$	50.00	\$ -
Assemblies	\$	-	\$ 25.89
Author	\$	1,000.00	\$ -
Bank Fees	\$	50.00	\$ -
Field Trips	\$	3,163.00	\$ 1,147.80
AR	\$	3,291.00	\$ 3,291.00
Signup.com	\$	100.00	\$ 99.00
Constant Contact (pay in Jan)	\$	400.00	\$ -
Committee Expenses			\$ -
GAD Parade Expense	\$	500.00	\$ 517.11
Bulletin Board/Staff Doors	\$	200.00	\$ -
Printing Expense	\$	500.00	\$ 88.20
Staff Meals	\$	1,500.00	\$ 499.50
Staff Birthdays	\$	1,000.00	\$ 407.92
Staff Celebrations (Holiday Gift Card)	\$	750.00	\$ 673.74
Staff Appreciation Week (May)	\$	1,700.00	\$ -
Fun in the Sun	\$	250.00	\$ -
Allocations	\$	28,000.00	\$ 28,020.00
Outdoor Garden	\$	445.00	\$ -
<b>Total Operating Expense</b>		<b>\$ 43,639.00</b>	<b>\$ 35,110.16</b>
<b>Total Expenses</b>	<b>\$</b>	<b>67,489.00</b>	<b>\$ 47,804.24</b>
<b>Net Income (Loss)</b>	<b>\$</b>	<b>(8,489.00)</b>	<b>\$ 2,610.68</b>