



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

Allison Roth, PTO President, called the meeting to order at 7:02 pm. at the Wheatland Elementary School library. Present were Elton Armbrister, Whitney Beard, Jordan Boone, Kelli Emrick, Samantha Jacob, Taylor McClure-Faircloth, Angie Muether, Megan Perry, Marynell Popst, Cassie Price, Kristi Purser, Sarah Smith, Allison Roth, Wendy Vargas and Kaycee Williams.

Welcome: Allison Roth

Ms. Roth welcomed the group and asked for motion to approve minutes from the March 26, 2024 meeting. Motion was made and seconded. The motion was approved without objection.

Treasurer's Report: Kaycee Williams

Ms. Williams presented the Treasurer's Report. Attached.

Key Points:

Everything is currently on or exceeding budget.

Finalizing Internal Audit.

Principal's Report: Elton Armbrister:

Mr. Armbrister discussed some staffing changes for next year. Currently interviewing for part-time art teacher and have aide and para positions open.

Mr. Armbrister mentioned the following updates:

Gaga Ball pit turf to be installed over the summer.

Open Enrollment Process was approved the the Board and be providing more information closer to summer. [There is an FAQ section on the School Board Website](#) for more information.

District Facilities reviewed the building this past quarter and will be making minor building repairs including work on the sidewalks, curbs and parking lots. To be completed over the summer.

Coordinator Reports:

- **Social Nights**
 - Aviate brought in \$231.00
 - Chicken & Pickle brought in about \$230.00
 - Final social night is at Dave&Busters the last day of school! May 21st 5-8pm
- **Restaurant Night**
 - Last Restaurant Night TONIGHT Chik-Fil-A
- **Box Tops/Dillons Dollars – Haydee Miller**
 - Reminder to keep scanning your receipts.
 - Check your Walmart App— you can give back to Wheatland.
- **RaiseRight Gift Cards (formerly Scrip) - Laurel Russell**
 - Will be open to buy Teacher Appreciation Week gift cards.
- **Holiday Hugs - Kristi Purser**
 - Link available in the Weekly Warrior.
- **Family Fun Night – Samantha Jacob & Kelli Emrick**
 - Very Successful—looking forward to next year.
- **Weekly Warrior – Jordan Boone**
 - Last Weekly Warrior of 2023-24 School year will come out on May15th.
- **Staff Appreciation Week– Whitney Beard & Megan Perry**
 - Staff Appreciation week will be May 6-10— BASEBALL THEME
 - Each teacher and Staff+ will receive a Sonic Gift Card
- **Spirit Wear – Angie Muether**
 - Items will be completed and ready to pick up in time for teacher appreciation.
- **Yearbook Sales**
 - Over 200 yearbooks were ordered and layout is getting finished.

New Business

Ms. Roth Reviewed open 2024-25 PTO Coordinator Positions.

Printing options for next school year was discussed. Mr. Armbrister discussed with the district and they will be allowing the PTO to use the District Office Copy center at no cost.

Ms. Roth called for a motion to re-elect the current Executive Board for the 2024-25 school year. The motion was made and seconded. The motion was approved without objection.

There being no further business, the meeting was adjourned at 8:09 p.m.

Respectfully Submitted,

/s Cassie Price

Cassie Price, Secretary

Wheatland Elementary PTO
 Budget VS Actual Report
 2023-2024

Category	As of 4/23/2024	2023-2024 Budget	2023-2024 Actual
Cash Balance		\$ 5,077.00	\$ 13,808.44
Income			
Fall Fundraiser (Warrior Dash)	\$	33,000.00	\$ 41,027.47
Spirit Wear/Gear	\$	1,000.00	\$ 938.93
Yearbooks	\$	1,700.00	\$ -
Scrip Gift Cards	\$	5,000.00	\$ 1,120.18
Dillons Community Rewards Program	\$	1,800.00	\$ 1,670.00
FFN Fundraiser	\$	15,000.00	\$ 15,007.00
Book Fair	\$	-	\$ 5,151.32
Box Tops	\$	-	\$ 82.90
Event Night (Social)	\$	800.00	\$ 596.60
Event Night (Restaurant)	\$	700.00	\$ 770.20
Donations	\$	-	\$ 333.83
Total Income		\$ 59,000.00	\$ 66,698.43
Direct Expense			
Fall Fundraiser (Warrior Dash)	\$	8,000.00	\$ 6,671.21
Spirit Wear/Gear	\$	-	\$ -
Yearbooks	\$	1,000.00	\$ -
Scrip Gift Cards	\$	4,750.00	\$ 871.29
Dillons Community Rewards Program	\$	-	\$ -
FFN_Tickets	\$	300.00	\$ 110.18
FFN_Prizes	\$	300.00	\$ -
FFN_Baskets	\$	500.00	\$ 149.88
FFN_Games	\$	700.00	\$ 726.14
FFN_Concessions	\$	1,200.00	\$ -
FFN_Other	\$	4,000.00	\$ 2,855.02
FFN_Start up-Cash	\$	3,000.00	\$ 3,000.00
Book Fair_Vendor	\$	-	\$ 5,151.59
Book Fair_Library	\$	-	\$ -
Box Tops	\$	-	\$ -
Event Night (Social)	\$	100.00	\$ -
Event Night (Restaurant)	\$	-	\$ -
Donations	\$	-	\$ -
Total Direct Expense		\$ 23,850.00	\$ 19,535.31
Margin			
Fall Fundraiser (Warrior Dash)	\$	25,000.00	\$ 34,356.26
Spirit Wear/Gear	\$	1,000.00	\$ 938.93
Yearbooks	\$	700.00	\$ -
Scrip Gift Cards	\$	250.00	\$ 248.89
Dillons Community Rewards Program	\$	1,800.00	\$ 1,670.00
FFN Fundraiser	\$	5,000.00	\$ 8,165.78
Book Fair	\$	-	\$ (0.27)
Box Tops	\$	-	\$ -
Event Night (Social)	\$	700.00	\$ 596.60
Event Night (Restaurant)	\$	700.00	\$ 770.20
Donations	\$	-	\$ 333.83
Total Margin		\$ 35,150.00	\$ 47,080.22

Wheatland Elementary PTO
 Budget VS Actual Report
 2023-2024

Category	As of 4/23/2024	2023-2024 Budget	2023-2024 Actual
Operating Expense			
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	\$ 1,732.30
AR		\$ 3,291.00	\$ 3,291.00
Signup.com		\$ 100.00	\$ 99.00
Constant Contact (pay in Jan)		\$ 400.00	\$ 378.00
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	\$ 766.40
Staff Celebrations (Holiday Gift Card)		\$ 750.00	\$ 673.74
Staff Appreciation Week (May)		\$ 1,700.00	\$ 740.00
Fun in the Sun		\$ 250.00	\$ -
Allocations		\$ 28,000.00	\$ 37,842.69
Outdoor Garden		\$ 445.00	\$ -
Total Operating Expense		\$ 43,639.00	\$ 46,993.83
Total Expenses		\$ 67,489.00	\$ 66,529.14
Net Income (Loss)		\$ (8,489.00)	\$ 86.39

2023-2024 Wheatland Elementary Monthly Summary
As of 4/23/2024

Category	Total	October	November	December	January	February	March	April
Cash Balance		\$ 13,282.66	\$ 52,705.57	\$ 16,825.72	\$ 16,250.11	\$ 16,614.63	\$ 6,923.45	\$ 6,520.55
Income								
Fall Fundraiser (Warrior Dash)	\$ 41,027.47	\$ 39,823.02	\$ 574.45	\$ 630.00	124.12			
Spirit Wear/Gear	\$ 938.93	\$ 814.81						
Yearbooks	\$ -							12.80
Scrip Gift Cards	\$ 1,120.18		\$ 1,065.01	\$ 42.37				510.20
Dillons Community Rewards Program	\$ 1,670.00	\$ 137.66	\$ 512.59					15,007.00
FEN Fundraiser	\$ 15,007.00							
Book Fair	\$ 5,151.32	\$ 5,151.32						
Box Tops	\$ 82.90		\$ 365.60					231.00
Event Night (Social)	\$ 596.60							
Event Night (Restaurant)	\$ 770.20	\$ 688.54						81.66
Amazon	\$ -							
Donations	\$ 333.83		\$ 5.00	\$ 90.00	227.50			6.33
Total Income	\$ 66,698.43	\$ 46,615.35	\$ 2,522.65	\$ 762.37	\$ 434.52	\$ 529.33	\$ 81.66	\$ 15,238.00
Direct Expense								
Fall Fundraiser (Warrior Dash)	\$ 6,671.21	\$ 1,766.21	\$ 4,905.00					
Spirit Wear/Gear	\$ -							
Yearbooks	\$ 871.29		\$ 871.00				0.29	
Scrip Gift Cards	\$ -							110.18
Dillons Community Rewards Program	\$ -							149.88
FEN Tickets	\$ 110.18							726.14
FEN Prizes	\$ -							
FEN Baskets	\$ 149.88							
FEN Games	\$ 726.14							
FEN Concessions	\$ -							303.78
FEN Other (Meals & Insurance)	\$ 2,855.02							2,551.24
FEN Startup Cash	\$ 3,000.00							3,000.00
Book Fair_Vendor	\$ 5,151.59	\$ 5,151.59						
Book Fair_Library	\$ -							
Box Tops	\$ -							
Event Night (Social)	\$ -							
Event Night (Restaurant)	\$ -							
Amazon	\$ -							
Donations	\$ -							
Total Direct Expense	\$ 19,535.31	\$ 6,917.80	\$ 5,776.00	\$ -	\$ -	\$ 304.07	\$ -	\$ 6,537.44
Margin								
Fall Fundraiser (Warrior Dash)	\$ 34,356.26	\$ 38,056.81	\$ (4,330.55)	\$ 630.00	\$ 124.12	\$ -	\$ -	\$ -
Spirit Wear/Gear	\$ 938.93	\$ 814.81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Yearbooks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Scrip Gift Cards	\$ 248.89	\$ -	\$ 194.01	\$ 42.37	\$ -	\$ 12.51	\$ -	\$ -
Dillons Community Rewards Program	\$ 1,670.00	\$ 137.66	\$ 512.59	\$ -	\$ -	\$ 510.20	\$ -	\$ 8,469.56
FEN Fundraiser	\$ 8,165.78	\$ (0.27)	\$ -	\$ -	\$ -	\$ (303.78)	\$ -	\$ -
Book Fair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 231.00
Box Tops	\$ 596.60	\$ -	\$ 365.60	\$ -	\$ -	\$ -	\$ -	\$ -
Event Night (Social)	\$ 770.20	\$ 688.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Event Night (Restaurant)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amazon	\$ -	\$ -	\$ 5.00	\$ -	\$ -	\$ 6.33	\$ -	\$ -
Donations	\$ 333.83	\$ -	\$ -	\$ 90.00	\$ 227.50	\$ -	\$ -	\$ -
Total Margin	\$ 47,080.22	\$ 39,697.55	\$ (3,253.35)	\$ 762.37	\$ 351.62	\$ 225.26	\$ 81.66	\$ 8,700.56

2023-2024 Wheatland Elementary Monthly Summary
As of 4/23/2024

Category	Total	October	November	December	January	February	March	April
Operating Expense								
Administrative - Tax Prep & Annual Report	\$ 340.00			\$ 340.00				
Donation for 5th Graders	-							
Meet the Teacher/Popsicles on Playground	-							
Assemblies	\$ 25.89			\$ 25.89				
Author	-							
Bank Fees	-							
Field Trips	\$ 1,732.30							584.50
AR	\$ 3,291.00		\$ 3,291.00					
Signup.com	\$ 99.00	\$ 99.00						
Constant Contact (pay in Jan)	\$ 378.00						378.00	
Water Filters	-							
Committee Expenses	-							
GAD Parade Expense	\$ 517.11							
Bulletin Board/Staff Doors	-							
Printing Expenses	\$ 88.20	\$ 88.20						
Staff Meals (Back to School/Conferences)	\$ 499.50		\$ 319.50				106.56	
Staff Birthdays	\$ 766.40	\$ 87.44		\$ 146.55	70.00	93.75		88.17
Staff Celebrations (Holiday Gift Card)**Ne	\$ 673.74		\$ 670.00	\$ 3.74				
Staff Appreciation Week (May Meals and Fun in the Sun	\$ 740.00							740.00
Allocations	\$ 37,842.69		\$ 28,020.00			9,822.69		
Outdoor Garden	-							
Total Operating Expense	\$ 46,993.83	\$ 274.64	\$ 32,626.50	\$ 1,337.98	\$ 70.00	\$ 9,916.44	\$ 484.56	\$ 1,412.67
Total Expenses	\$ 66,529.14	\$ 7,192.44	\$ 38,402.50	\$ 1,337.98	\$ 70.00	\$ 10,220.51	\$ 484.56	\$ 7,950.11
Net Income (Loss)	\$ 86.39	\$ 39,422.91	\$ (35,879.85)	\$ (575.61)	\$ 281.62	\$ (9,691.18)	\$ (402.90)	\$ 7,287.89
OS Checks								
OS Deposits								
Cash Balance on Books	\$ 13,808.44	\$ 52,705.57	\$ 16,825.72	\$ 16,250.11	\$ 16,531.73	\$ 6,923.45	\$ 6,520.55	\$ 13,808.44
Bank Balance		\$ 53,380.29	\$ 22,637.50	\$ 21,269.43	\$ 16,684.63	\$ 16,684.63	\$ 6,627.11	\$ 16,090.55
OS Checks		\$ 674.72	\$ 5,812.06	\$ 5,019.32	\$ 70.00	\$	\$ 106.56	\$ 1,542.11
OS Deposits		\$ 52,705.57	\$ 16,825.44	\$ 16,250.11	\$ 16,614.63	\$ 16,684.63	\$ 6,520.55	\$ 14,548.44
Reconciliation \$		\$ -	\$ 0.28	\$ -	\$ -	\$ -	\$ -	\$ -
- Reconciliation Adjustment for OS Deposit Received (Net Fees)		\$ 52,705.57	\$ 16,825.44	\$ 16,250.11	\$ 16,531.73	\$ 6,923.45	\$ 6,520.55	\$ 13,808.44
Reconciled Cash Balance		\$ -	\$ (0.28)	\$ -	\$ -	\$ -	\$ -	\$ -
Off?		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -