



Wheatland Elementary Parent Teacher Organization, Inc.
PTO General Meeting Minutes
August 27, 2024

Allison Roth, PTO President, called the meeting to order at 7:00 pm. at the Wheatland Elementary School library. Present were Elton Armbrister, Andrea Baalman, Whitney Beard, Stephanie Beckman, Jordan Boone, Michelle Dixon, Erin Hughes, Samantha Jacob, Taylor McClure-Faircloth, Kortney Kittle, Allison Marshall, Haydee Miller, Angie Muether, Megan Perry, Kinsey Peters, Megan Peters, Marynell Popst, Cassie Price, Kristi Purser, Allison Roth, Laurel Russell, Shelby Shinkle, Kelsi Trolio, Wendy Vargas, Megan Wiedenmann, Kaycee Williams, Lindsay Wilson.

Welcome: Allison Roth

Allison Roth welcomed the group and introductions were made.

Samantha Jacob, Vice President asked for motion to approve minutes from the April 23, 2024 meeting. Motion was made and seconded. The motion was approved without objection.

Treasurer's Report: Kaycee Williams

Ms. Williams presented the Proposed Budget. Attached.

Key Points:

- Removed AR as operating expense since the school is no longer using the program.
- Warrior Dash proposed budget increased to bringing in more that budgeted over recent years.

Budget approved with \$3,291.00 AR expense removed

Principal's Report: Elton Armbrister:

Mr. Armbrister thanked everyone for being at the meeting and for a successful start to the school year.

School wide enrollment is currently at 440, with 13 open-enrollment students.

Mr. Armbrister is looking forward to a great school year.

Coordinator Reports:

- **Popsicles on the Playground**
 - Smaller turnout than expected.
 - Board is looking for suggestions to make it more successful in the coming years
 - Sooner? Different Day?
- **Spirit Wear**
 - Spirit Store closed 9/3
 - Discussed adding an " Andover" option to future sales
- **Greater Andover Days Parade**
 - Saturday, September 28, 2024
 - Theme: 1957
 - *We will be asking for Candy Donations*
 - *We will need volunteers to help assemble and attend the parade*
- **Door Decorating**
 - Sign-ups to decorate support staff doors will be posted soon
 - Doors will need to be decorated before the Warrior Dash
 - Fall or "year round theme preferred.
- **Warrior Dash**
 - Friday, October 4, 2024
 - Assembly scheduled for 9/20/24 forms will be sent home
 - October 17th— Drive In Prize Night
- **Book Fair**
 - Oct 7-11 (will be open during evening of 10th for conferences)
 - Same Company as last year—Literati
 - Sign up to volunteer <https://signup.com/go/oaWMVSW>
- **Social Nights**
 - Aviate Nights:
 - 9/26 6-8pm
 - 11/7 6-8pm
 - Carousel Skate Nights:
 - 10/11 6-9pm

- 2/11 6-9 pm
- **Restaurant Nights**
 - More info coming
- **Holiday Hugs**
 - Link available in the Weekly Warrior.
- **Box Tops/Dillons Dollars**
 - We have \$82 from Box Tops already this school year
 - Possibly planning a competition between grades
- **RaiseRight Gift Cards (formerly Scrip)**
 - Will be open to buy gift cards in time for Christmas
- **Family Fun Night**
 - April 4, 2025
- **Weekly Warrior**
 - To be added to email list ptoweeklywarrior@gmail.com
 - Emailed Wednesday mornings
 - If you want something included in the Weekly Warrior email it to ptoweeklywarrior@gmail.com before 5pm the Monday before
- **Staff Appreciation Week– Whitney Beard & Megan Perry**
 - Adopt a Staff Member is available now.
 - Staff Appreciation week will be May 5-9, 2025
- **Yearbook Editor**
 - This coordinator position will be open next year— reach out to Mrs. Pignataro if you would like more information on this position.
- **Directory**
 - If you are not currently listed in the Student Directory and would like to be comple this form. <https://forms.gle/iighUP9AM4xKYkma9>
- **Staff Meals**
 - Fuzzy's Taco—Breakfast provider to teacher the Day before school started.
 - Dinner will be provider during Parent/Teacher Conferences in October

- **Staff Celebrations**

- Celebration each month of Teacher & Staff Birthdays +gift card at Christmas
- August Caseys Breakfast Pizza

- **Internal Audit**

- 2023-24 Audit is almost complete

New Business

- Allocations Meeting 9/10 @ 7pm in library
- September General meeting 9/24 @ 7pm in library

There being no further business, Samantha Jacob called for a motion to end the meeting, a motion was made and seconded. The motion was approved without objection.

Allison Roth adjourned the meeting at 8:00 p.m.

Respectfully Submitted,

/s *Cassie Price*

Cassie Price, Secretary

**Wheatland Elementary PTO
Budget Report
2024-2025**

Category	As of 8/27/2024	2024-2025 Approved Budget
Cash Balance		\$ 8,623.15
Income		
Fall Fundraiser (Warrior Dash)	\$	40,000.00
Spirit Wear/Gear	\$	1,000.00
Yearbooks	\$	1,700.00
Scrip Gift Cards	\$	1,000.00
Dillons Community Rewards Program	\$	2,000.00
FFN Fundraiser	\$	13,500.00
Book Fair	\$	5,000.00
Box Tops	\$	150.00
Event Night (Social)	\$	700.00
Event Night (Restaurant)	\$	700.00
Donations	\$	100.00
Total Income		\$ 65,850.00
Direct Expense		
Fall Fundraiser (Warrior Dash)	\$	8,000.00
Spirit Wear/Gear	\$	-
Yearbooks	\$	-
Scrip Gift Cards	\$	800.00
Dillons Community Rewards Program	\$	-
FFN_Tickets	\$	200.00
FFN_Prizes	\$	300.00
FFN_Baskets	\$	500.00
FFN_Games	\$	800.00
FFN_Concessions	\$	1,000.00
FFN_Other	\$	3,000.00
FFN_Start up-Cash	\$	1,500.00
Book Fair_Vendor	\$	5,000.00
Book Fair_Library	\$	-
Box Tops	\$	-
Event Night (Social)	\$	-
Event Night (Restaurant)	\$	-
Total Direct Expense		\$ 21,100.00
Margin		
Fall Fundraiser (Warrior Dash)	\$	32,000.00
Spirit Wear/Gear	\$	1,000.00
Yearbooks	\$	1,700.00
Scrip Gift Cards	\$	200.00
Dillons Community Rewards Program	\$	2,000.00
FFN Fundraiser	\$	6,200.00
Book Fair	\$	-
Box Tops	\$	150.00
Event Night (Social)	\$	700.00
Event Night (Restaurant)	\$	700.00
Donations	\$	100.00
Total Margin		\$ 44,750.00
Operating Expense		
Administrative - Tax Prep & Annual Report	\$	340.00
Donation for 5th Graders	\$	500.00
Meet the Teacher/Popsicles on Playground	\$	250.00
Assemblies	\$	100.00
Author	\$	1,000.00
Bank Fees	\$	50.00
Field Trips	\$	4,310.49
AR	\$	-
Signup.com	\$	100.00
Constant Contact (pay in Jan)	\$	400.00
NEW BUDGET LINE - President Discretionary	\$	250.00
Committee Expenses		
GAD Parade Expense	\$	500.00
Bulletin Board/Staff Doors	\$	200.00
Printing Expense	\$	100.00
Staff Meals	\$	1,500.00
Staff Birthdays	\$	1,000.00
Staff Celebrations (Holiday Gift Card)	\$	750.00
Staff Appreciation Week (May)	\$	1,700.00
Fun in the Sun	\$	250.00
Allocations	\$	34,000.00
Outdoor Classroom	\$	275.00
Total Operating Expense		\$ 47,575.49
Total Expenses		\$ 68,675.49
Net Income (Loss)		\$ (2,825.49)