



Wheatland Elementary Parent Teacher Organization, Inc.
PTO General Meeting Minutes
January 21, 2025

Allison Roth, PTO President, called the meeting to order at 7:02 pm. at the Wheatland Elementary School library. Present were Elton Armbrister, Jamie Binns, Kelli Emerick, Kaley Herman, Samantha Jacob, Allie Marshall, Stacy Mendez, Angie Muether, Megan Peters, Cassie Price, Allison Roth, Laurel Russell, Wendy Vargas, Kaycee Williams

Welcome: Allison Roth

Ms. Roth welcomed the group and asked for motion to approve minutes from the November 12, 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:

- Final donations coming in from Warrior Dash
- Script GC orders
- Donation from McAllisters Restaurant night

Principal's Report: Elton Armbrister:

Mr. Armbrister mentioned the following updates:

- Mr. Flory, recipient of the Presidents Award for Excellence in Math and Science will be recognized in Topeka in February, he is one of 110 teacher nationwide to receive this award.
- District switched to new Crisis Management App: staff has been trained, it will be used for drills and make sure schools are completing drills.
- New Tech: replacements rolling out for staff and students starting in the spring.
- Bus App is available on the district site.
- Big thank you to maintenance for keeping up with ice and snow removal.
- New Professional Development requirement for teachers. State is covering most of the cost.

Coordinator Reports:

- **Social Nights**
 - Skate Night rescheduled
- **Restaurant Night**
 - New Coordinator Samantha Hall
- **Box Tops/Dillons Dollars – Haydee Miller**
 - \$16) from BoxTops so far this year
 - Keep scanning your receipts.
 - Check your Walmart App— you can give back to Wheatland.
- **RaiseRight Gift Cards (formerly Scrip) - Laurel Russell**
 - Orders brought in approx \$230
 - Will be open to buy Teacher Appreciation Week gift cards.
 - Discussed potential Fund Raiser for next year: *Penguin Patch*
 - Holiday shop for kids
 - No upfront cost
 - Items can cost up to \$25
 - Can earn 10-20-30% depending on cost of items
 - Week long sale
 - Parent volunteers would be needed
- **Holiday Hugs - Kristi Purser**
 - Link available in the Weekly Warrior.
- **Family Fun Night – Samantha Jacob & Kelli Emrick**
 - APRIL 4th!
 - Planning Meeting 2/10
 - Baskets items due end of Feb
 - Basket Wrapping 3/25
 - Preorder Dinner and Tickets due 3/26
- **Staff Appreciation Week– Whitney Beard & Megan Perry**
 - Planning is in the works
- **Yearbook Sales**
 - Orders due March 15

- **Internal Audit—Taylor Faircloth**
 - In process

New Business

Ms. Roth Reviewed open 2025-26 PTO Coordinator and Board

There being no further business, the meeting was adjourned at 7:35 pm.

Respectfully Submitted,

/s/ Cassie Price

Cassie Price, Secretary

Wheatland Elementary PTO
Budget vs Actual Report
2024-2025

Category	As of 1/20/2024	2024-2025 Approved Budget	2024-2025 Actual
Cash Balance		\$ 8,623.15	\$ 8,525.17
Income			
Fall Fundraiser (Warrior Dash)	\$	40,000.00	\$ 35,558.47
Spirit Wear/Gear	\$	1,000.00	\$ 733.34
Yearbooks	\$	1,700.00	\$ 1,423.58
Scrip Gift Cards	\$	1,000.00	\$ 2,827.70
Dillons Community Rewards Program	\$	2,000.00	\$ 1,057.94
FFN Fundraiser	\$	13,500.00	\$ -
Book Fair	\$	5,000.00	\$ -
Box Tops	\$	150.00	\$ -
Event Night (Social)	\$	700.00	\$ 898.88
Event Night (Restaurant)	\$	700.00	\$ 199.44
Donations	\$	100.00	\$ 1,239.00
Total Income		\$ 65,850.00	\$ 43,938.35
Direct Expense			
Fall Fundraiser (Warrior Dash)	\$	8,000.00	\$ 6,198.51
Spirit Wear/Gear	\$	-	\$ -
Yearbooks	\$	-	\$ -
Scrip Gift Cards	\$	800.00	\$ 2,563.49
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	\$ 8,762.00
Margin			
Fall Fundraiser (Warrior Dash)	\$	32,000.00	\$ 29,359.96
Spirit Wear/Gear	\$	1,000.00	\$ 733.34
Yearbooks	\$	1,700.00	\$ 1,423.58
Scrip Gift Cards	\$	200.00	\$ 264.21
Dillons Community Rewards Program	\$	2,000.00	\$ 1,057.94
FFN Fundraiser	\$	6,200.00	\$ -
Book Fair	\$	-	\$ -
Box Tops	\$	150.00	\$ -
Event Night (Social)	\$	700.00	\$ 898.88
Event Night (Restaurant)	\$	700.00	\$ 199.44
Donations	\$	100.00	\$ 1,069.00
Total Margin		\$ 44,750.00	\$ 35,006.35

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

Category	As of 1/20/2024	2024-2025 Approved Budget	2024-2025 Actual
Operating Expense			
Administrative - Tax Prep & Annual Report	\$	340.00	\$ 80.00
Donation for 5th Graders	\$	500.00	\$ -
Meet the Teacher/Popsicles on Playground Assemblies	\$	250.00	\$ 195.84
Author	\$	100.00	\$ -
Bank Fees	\$	1,000.00	\$ -
Field Trips	\$	50.00	\$ 15.00
Signup.com	\$	4,310.49	\$ 2,047.21
Constant Contact (pay in Jan)	\$	100.00	\$ -
	\$	400.00	\$ -
NEW BUDGET LINE - President Discretionary	\$	250.00	\$ 50.00
Committee Expenses			
GAD Parade Expense	\$	500.00	\$ 401.99
Bulletin Board/Staff Doors	\$	200.00	\$ -
Printing Expense	\$	100.00	\$ -
Staff Meals	\$	1,500.00	\$ 279.20
Staff Birthdays	\$	1,000.00	\$ 360.58
Staff Celebrations (Holiday Gift Card)	\$	750.00	\$ 670.00
Staff Appreciation Week (May)	\$	1,700.00	\$ -
Fun in the Sun	\$	250.00	\$ -
Allocations	\$	34,000.00	\$ 34,000.00
Outdoor Classroom	\$	275.00	\$ -
Total Operating Expense	\$	47,575.49	\$ 38,099.82
Total Expenses	\$	68,675.49	\$ 46,861.82
Net Income (Loss)	\$	(2,825.49)	\$ (3,093.47)

2023-2024 Wheatland Elementary Monthly Summary
As of 1/26/2024

Category	Total	July	August	September	October	November	December	January
Cash Balance		\$ 11,448.64	\$ 11,440.64	\$ 11,420.22	\$ 10,490.14	\$ 44,383.67	\$ 3,220.63	\$ 0,525.17
Income								
Fall Fundraiser (Warrior Dash)	\$ 35,548.47		\$ (102.53)		\$ 35,256.00		\$ 465.00	
Spirit Wear/Gear	\$ 733.34		\$ 184.29		\$ 549.05			
Yearbooks	\$ 1,423.58		\$ 1,423.58					
Scrip Gift Cards	\$ 2,827.70					\$ 27.70	\$ 2,800.00	
Dillons Community Rewards Program	\$ 1,057.54		\$ 535.85			\$ 522.00		
FFN Fundraiser	\$ -							
Block Fair	\$ -							
Box Tops	\$ -							
Event Night (Social)	\$ 898.88					\$ 573.44	\$ 325.44	
Event Night (Restaurant)	\$ 199.44		\$ 170.00			\$ 565.00	\$ 199.44	
Donations	\$ 1,239.00					\$ 565.00	\$ 564.00	
Total Income	\$ 43,938.35	\$ -	\$ 2,211.19	\$ -	\$ 35,805.05	\$ 1,628.23	\$ 4,293.88	\$ -
Direct Expense								
Fall Fundraiser (Warrior Dash)	\$ 6,198.54							
Spirit Wear/Gear	\$ -		\$ 69.52	\$ 539.97	\$ 1,754.04	\$ 3,694.05	\$ 140.93	
Yearbooks	\$ -							
Scrip Gift Cards	\$ 2,563.49					\$ 0.29	\$ 2,563.20	
Dillons Community Rewards Program	\$ -							
FFN Tickets	\$ -							
FFN Prices	\$ -							
FFN Residuals	\$ -							
FFN Games	\$ -							
FFN Concessions	\$ -							
FFN Other (Meals & Insurance)	\$ -							
FFN Startup Cash	\$ -							
Book Fair Vendor	\$ -							
Book Fair Library	\$ -							
Box Tops	\$ -							
Event Night (Social)	\$ -							
Event Night (Restaurant)	\$ -							
Donations	\$ -							
Total Direct Expense	\$ 8,762.00	\$ -	\$ 69.52	\$ 539.97	\$ 1,754.04	\$ 3,694.34	\$ 2,704.13	\$ -
Margin								
Fall Fundraiser (Warrior Dash)	\$ 29,350.96		\$ (172.05)	\$ (539.97)	\$ 33,501.96	\$ (3,694.05)	\$ 264.07	
Spirit Wear/Gear	\$ 733.34		\$ 184.29		\$ 549.05			
Yearbooks	\$ 1,423.58		\$ 1,423.58					
Scrip Gift Cards	\$ 264.21					\$ 27.41	\$ 236.80	
Dillons Community Rewards Program	\$ 1,467.94		\$ 535.85			\$ 522.00		
FFN Fundraiser	\$ -							
Block Fair	\$ -							
Box Tops	\$ -							
Event Night (Social)	\$ 898.88					\$ 573.44	\$ 325.44	
Event Night (Restaurant)	\$ 199.44						\$ 199.44	
Donations	\$ 1,059.00		\$ 170.00			\$ 505.00	\$ 564.00	
Total Margin	\$ 35,066.35	\$ -	\$ 2,141.67	\$ (539.97)	\$ 34,051.01	\$ (2,066.11)	\$ 1,589.75	\$ -
Operating Expense								
Administrative - Tax Prep & Annual Report	\$ 80.00						\$ 80.00	
Donation for 5th Graders	\$ -							
Meet the Teacher/Popicles on Playground	\$ 195.84		\$ 195.84					
Assemblies	\$ -							
Author	\$ -							
Bank Fees	\$ 15.00		\$ 15.00					
Field Trips	\$ 2,847.21		\$ 1,604.00				\$ 443.21	

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Yearbooks	\$ 1,423.58		\$ 1,423.58					
Scrip Gift Cards	\$ 2,827.70					\$ 27.70	\$ 2,800.00	
Dillon's Community Rewards Program	\$ 1,057.54		\$ 535.85			\$ 522.00		
FFN Fundraiser	\$ -							
Block Fair	\$ -							
Box Tops	\$ -							
Event Night (Social)	\$ 898.88					\$ 573.44	\$ 325.44	
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Spirit Wear/Gear	\$ -		\$ 69.52	\$ 539.97	\$ 1,754.04	\$ 3,694.05	\$ 140.93	
Yearbooks	\$ -							
Scrip Gift Cards	\$ 2,563.49					\$ 0.29	\$ 2,563.20	
Dillon's Community Rewards Program	\$ -							
FFN Tickets	\$ -							
FFN Prizes	\$ -							
FFN Raffle	\$ -							
FFN Games	\$ -							
FFN Concessions	\$ -							
FFN Other (Meals & Insurance)	\$ -							
FFN Startup Cash	\$ -							
Book Fair Vendor	\$ -							
Book Fair Library	\$ -							
Box Tops	\$ -							
Event Night (Social)	\$ -							
Event Night (Restaurant)	\$ -							
Donations	\$ -							
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