Baron Elementary PTO Meeting Minutes
October 2, 2025

Attendees: Emily Snavely, Dr. Marrolli, Steph Koser, Melissa Fenske, Natalie Abram, Kaylsta White, Laura Rhine

I. Call to Order

II. Welcome & Introductions

III. Principal's Report

a. Thank you for movie night, beautiful night for a movie
b. Bookfair is coming up, teachers will be doing a preview during farm show week
c. Early dismissal Wednesday and no school Thursday and Friday

IV. Title 1 Report

a. Boost groups began September 15 – you should have been notified whether your child will see reading specialist or assistant
b. Annual PAC meeting will be held before next meeting. Come to hear about school wide title 1 – policies, compact, assessments
c. Early stages planning Family Reading Night on March 11, would like theme to match spring book fair

V. Treasurer's Report

a. Got Weis check - $412. They have a lump sum of money to disperse out based on purchases and number of families that have signed up.
b. Expenses for movie night – most expenses are in but are still waiting on a few receipts
c. Pretzel place is donating money back and a check will be arriving in the next week or so.
d. Tentatively under $1000 for movie night, Doe Run will need to pay us for their portion once everything is finalized
e. PNC – may be getting Natalie a credit card, Melissa working with PNC bank
f. PTO order for apparel? Also will be doing bulk 4 houses order. Steph will be doing order with her credit card.

Baron Elementary PTO

Monthly Financial Report

Enter Beginning Date: **9/1/25**
Enter Ending Date: **9/30/25**

Submitted by: Melissa Fenske
Audited by:

Musical Fund: $935.44
PTO Fund: $53,197.88

Opening Balance		**$57,680.70**
Income	$419.02	
Expenses	-$3,966.40	
Ending Balance		**$54,133.32**

Check #	Date	Payee	Description of Transaction	Receipt?	Category	CLR	Debit (-)	Credit (+)	Balance
2380	9/3/25	Weis	Mints and lifesavers for PTO table	N	Volunteer	X	-$26.76		$57,653.94
6155	9/3/25	Manheim Township	Payment for Roller Skating Rental	Y	Roller Skating Night	X	-$285.00		$57,368.94
2380	9/3/25	Weis	Food for volunteers at meeting	Y	Volunteer	X	-$13.56		$57,355.38
2380	9/3/25	Costco	Food for movie night	Y	Movie Night	X	-$407.22		$56,948.16
2380	9/1/25	Hobby Lobby	Fall and xmas supplies	Y	Room Party Supplies	X	-$16.68		$56,931.48
458	9/2/25	FunFlicks	remaining balance on screen rental	Y	Movie Night	X	-$1,079.91		$55,851.57
459	9/2/25	Natalie Abram	Teacher kit kats for first day of school	Y	Hospitality	X	-$106.96		$55,744.61
6155	9/12/25	USPS	Stamps and envelopes	Y	Office-General Supplies	X	-$18.94		$55,725.67
D	9/8/25	Deposit	Correction for a personal purchase	Y	Other	X		$6.13	$55,731.80
2380	9/10/25	Dollar Tree	Concessions for Movie night	Y	Movie Night	X	-$160.00		$55,571.80
2380	9/22/25	Amazon	Mrs. Bridgette Teacher expense	Y	Teacher Expenses	X	-$49.98		$55,521.82
2380	9/22/25	Amazon	Book pouches for 6 classrooms	Y	Mini-Grants	X	-$379.90		$55,141.92
W	9/20/25	Withdraw	Starting cash for concession stand	N	Movie Night	X	-$400.00		$54,741.92
2380	9/22/25	Amazon	Craft Supplies	Y	Family NIght at Book Fair	X	-$6.98		$54,734.94
2380	9/22/25	Walmart	Raffle Supplies	Y	Movie Night	X	-$161.23		$54,573.71
2380	9/22/25	Dollar Tree	Raffle Supplies	Y	Movie Night	X	-$14.73		$54,558.98
460	9/23/25	Laura Houck	Mrs. Houck Teacher Expenses	Y	Teacher Expenses	X	-$50.00		$54,508.98
462*	9/25/25	Noll's Hauling and Landsca	Corn Maze Passes for raffles	Y	Movie Night	X	-$40.00		$54,468.98
2380	9/10/25	Dollar Tree	Concessions for Movie night reallocat	Y	Bingo Night	X	-$12.50		$54,456.48
2380	9/3/25	Costco	Food for movie night reallocated to m	Y	Mother-Son Game Night	X	-$39.87		$54,416.61
2380	9/21/25	Amazon	Raffle Supplies	Y	Movie Night	X	-$98.58		$54,318.03
2380	9/21/25	Amazon	Craft Supplies	Y	Family NIght at Book Fair	X	-$185.91		$54,132.12
2380	9/22/25	Amazon	Teacher Expenses for Heidemark	Y	Teacher Expenses	X	-$71.97		$54,060.15
2380	9/30/25	Amazon	Concession candy	Y	Movie Night	X	-$169.23		$53,890.92
2380	9/30/25	Two Cousin's Pizza	Pizza for Movie night volunteers	Y	Movie Night	X	-$170.49		$53,720.43
D	9/30/25	Deposit	Weis 4 School Program	Y	Weis Rewards	X		$412.89	$54,133.32

Baron Elementary PTO

Budget Tracker

Income	Budget 2025-2026	Actuals YTD 2025-2026	Variance 2025-2026	Notes
Apparel Sales	$900	$0	($900)	
Baron Bolt	$15,000	$0	($15,000)	
Box Tops	$250	$0	($250)	
Credit Card Rewards	$100	$0	($100)	
Donations	$0	$0	$0	
Gift Card Fundraiser	$3,000	$0	($3,000)	
Hershey Park Tickets	$0	$0	$0	
Scholastic	$0	$0	$0	
Weis Rewards	$250	$413	$163	
Total Income	**$19,500**	**$413**	**($19,087)**	

Expenses	Budget 2025-2026	Actuals YTD 2025-2026	Difference 2025-2026	Notes
Assemblies	($1,100)	$0	$1,100	
Baron Bolt Expenses	($900)	$0	$900	
Bingo Night	($250)	($13)	$238	
Book Fair Expenses	($150)	($250)	($100)	
Carnival	$0	$0	$0	
Conference Lunches	($500)	$0	$500	
Craft Night	($500)	$0	$500	
Display Case Decor	($150)	($21)	$129	
End of Year Celebration	($800)	$0	$800	
Family NIght at Book Fair	($200)	($193)	$7	
Father-Daughter Dance	($300)	$0	$300	
Fourth Grade Gifts	($750)	$0	$750	
Grand Event	$0	$0	$0	
Hospitality	($1,000)	($107)	$893	
Kid's Heart Challenge	$0	$0	$0	
Kindergarten Kickoff	($220)	($291)	($71)	
MC Reads	$0	$0	$0	
Mini-Grants	($3,000)	($460)	$2,540	
Mother-Son Game Night	($300)	($40)	$260	
Movie Night	($1,500)	($1,383)	$117	Still need to apply BJ's expense and credit from FunFlicks
Office-General Supplies	($150)	($43)	$107	
Other	($150)	($34)	$116	
Roller Skating Night	($285)	($285)	$0	
Room Party Supplies	($400)	($17)	$383	
Science Night	($250)	$0	$250	
STEM Night	$0	$0	$0	
Teacher Appreciation Week	($650)	$0	$650	
Teacher Expenses	($2,650)	($172)	$2,478	
Transportation	($7,000)	$0	$7,000	
Volunteer	($500)	($40)	$460	
Total Expenses	**($23,655)**	**($3,349)**	**$20,306**	

VI. Old Business

a. September 2025 Minutes - approved
b. Room Reps
    i. Have been assigned
    ii. Let us know if a room rep hasn't reached out
c. Volunteers

VII. New Business

a. Movie Night Recap – went really well
    i. Raffles – 11 raffles and 4 grand prizes
    ii. Concession Stand – some candy left over, will go to Bingo Night
    iii. Thoughts for future outdoor movie night – increase gummy candy and decrease the chocolate
    iv. Recommended by a few families about doing hot dogs possibly next year or having Officer Lucky attend (700+ people there)
    v. Will be having a wrap up meeting with Doe Run regarding event and getting their perspective
    vi. One phone call about lost pair of Airpods. There is also a pair of Crocs that Steph has.
b. Mini Grant – Mrs. Troiano – book bags for K, 1, and ½ multiage to use to carry books to and from school and keep organized

VIII. Committee Reports

a. Hospitality/Staff Appreciation – Chair: Kalysta White, PTO Officer: Melissa Fenske
    i. Teacher/Staff Appreciation Days
        1. Oct 2 Custodian Appreciation Day – sign to hang on their office door and got treats from Mill 72
    ii. Conference Luncheon – last year we did soup and salad for the fall and that was a hit so may repeat that idea
    iii. Staff survey – did not get anything from custodians of their favorites, how to contact? Dr. Marrolli will send it to Jen to have input from their staff
b. Fundraising – PTO Officers: Steph Koser & Melissa Fenske
    i. Apparel Sales – Emily
        1. House Shirt Sale – 44 orders with $124 raised in fundraising
        2. Apparel Sale – 34 orders with $440 raised in fundraising
        3. Total Fundraising: $564
        4. Will make half sheet to go home
    ii. Fall Gift Card Fundraiser – Steph
        1. Proposal letters are ready to go out to businesses
        2. Dates: start – week of 27 and will be due Nov 24
        3. November 25: sort and organize and register number of orders for each gift card
c. Book Fair – Chair: Kalysta White
    i. Fall Book Fair
        1. Week after the farm show
        2. Books arrived today

3. Sign up went out for volunteers
4. Flyers will go out to teacher mailboxes tomorrow as well as coupon for all staff
5. Will be doing teacher preview on October 10 (9:30 to 11:30)
6. Steph will drop off teacher wish list board

ii. Spring Book Fair – went ahead and changed spring book fair dates to match with family reading night done by reading specialists

d. Events – PTO Officer: Steph Koser
   i. Fall Book Fair (10/13-17) - Kalysta
      1. Parents to Breakfast (10/14-10/15)
      2. Family Night at Bookfair (10/16) – Steph
         a. A few raffle items – road trip themed, guessing games
         b. Craft – design a bookmark competition and house family keychain
         c. Games in the gym – tire toss, traffic light beanbag, some minute to win it games
   ii. Mom/VIP Son Game Night (11/14)
      1. Sent email to those who had mentioned they wanted to help plan, no responses yet
      2. Use gatorade from movie night, trail mix (pre-mixed, will be nut free)
   iii. Crafts & Cocoa (12/4)
      1. Clay pots (snowman and penguin)
      2. 2 by 4 snowman
      3. Prep work may be needed for crafts and cocoa night
e. Display Case/Décor – Chair: Deena Wenclewicz, PTO Officer: Steph Koser
   i. Fall Bookfair Display & Décor
f. Communications – PTO Officer: Emily Snavely
g. Donations – PTO Officer: Natalie Enck

IX. Announcements

a. Next Meeting Date: November 4, 2025, 6:30 pm in the Music Room

X. Adjournment