Baron Elementary PTO Meeting Agenda
November 4, 2025

Attendees: Steph Koser, Dr. Marrolli, Amanda Henry-Ruhl, Christina Enck, Natalie Abram, Michael Fenske, Emily Snavely, Kalysta White, Melissa Fenske, Michelle Hoffman

I. Call to Order

II. Welcome & Introductions

III. Principal's Report

a. Thank you for the book fair and breakfast
b. Meet the teacher link opens Saturday to schedule conferences - Monday night and Tuesday afternoon/ evening slots are available
c. Next Thursday end of Trimester so will have badge reports prior to conferences
d. Looking forward to mother/son event this month.

IV. Title 1 Report

a. Please sign up for conference if you see reading specialist
b. If you have questions and your child sees assistant, contact Mrs. Boyle or Mrs. Rittel
c. Will receive report if child sees reading specialist
d. Reading night - March 11 6-8 - more details to follow

V. Treasurer's Report

a. In October 5,000 income and spent 4,600
b. Wrapped up expenses from previously in the year
c. Under budget for movie night, waiting for Doe Run to send their portion for expenses
d. Family night - overspent as purchased extra beads
e. Doing really well with this year's budget so far

Baron Elementary PTO
Monthly Financial Report

Submitted by: Melissa Fenske
Audited by:

Enter Beginning Date: 10/1/25
Enter Ending Date: 10/31/25

Musical Fund: $935.44
PTO Fund: $53,578.95

Opening Balance		**$54,133.32**
Income	$5,070.13	
Expenses	-$4,689.06	
Ending Balance		**$54,514.39**

Check #	Date	Payee	Description of Transaction	Receipt?	Category	CLR	Debit (-)	Credit (+)	Balance
463	10/2/25	MCSD Food Service	Breakfast for Kindergarten kickoff	Y	Kindergarten Kickoff	X	-$208.00		$53,925.32
2380	10/2/25	Corn Cob Acres	Raffle prize		Movie Night	X	-$79.92		$53,845.40
2380	10/2/25	Amazon	More Book pouches		Mini-Grants	X	-$79.98		$53,765.42
D	10/1/25	Deposit	Concession stand ending funds	Y	Movie Night	X		$1,938.00	$55,703.42
W	10/1/25	Withdraw	Fall book fair starting funds	Y	Book Fair Expenses	X	-$250.00		$55,453.42
464	10/3/25	Steph Koser	Supplies for Movie Night	Y	Movie Night	X	-$46.92		$55,406.50
D	10/17/25	Deposit	10% Vendor fee from Old Road Pretz	Y	Movie Night	X		$185.00	$55,491.50
2380	10/7/25	Amazon	Teacher Expenses for Heidemark	Y	Teacher Expenses	X	-$9.99		$55,481.51
2380	10/7/25	Amazon	Teacher Expenses for Heidemark	Y	Teacher Expenses	X	-$9.99		$55,471.52
2380	10/7/25	BJ's	Candy for concession stand	Y	Movie Night	X	-$172.95		$55,298.57
2380	10/7/25	BJ's	Candy for bingo prizes	Y	Bingo Night	X	-$278.93		$55,019.64
466	10/21/25	Kalysta White	Custodian Appriciation	Y	Hospitality	X	-$16.55		$55,003.09
2380	10/16/25	Etown Sporting Goods	PTO Order of T-shirts	Y	Volunteer	X	-$226.95		$54,776.14
2380	10/16/25	Etown Sporting Goods	House Shirts for Mrs. Fallinger	Y	Mini-Grants	X	-$418.95		$54,357.19

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)	

VI. Old Business

- **a.** October 2025 Minutes – virtual with officers, Dr. Marrolli, Kalysta and Ms. Rhine - motion to approve - Kalysta and Michael Fenske second
- **b.** Movie Night Recap - went extremely well, positive feedback, activities beforehand and food trucks were a win
    - **i.** Concession Stand - did extremely well, have some candy and Gatorade left over. Bought back Gatorade for mom/son and will use candy as bingo prizes
    - **ii.** Thoughts for future outdoor movie night - will be sending out survey regarding combined events (Doe Run will do same survey)
- **c.** Mini Grant – Mrs. Troiano - book pouches for travel to and from school (K, 1, 2, ½)

VII. New Business

- **a.** Fall Book Fair Recap - $8000 in product - spent about a little over 4000 in scholastic dollars for one book for each students and teacher wishlists - 4,086 earned scholastic dollars so we will have just over $5000 for the spring book fair
    - **i.** Parents to Breakfast - felt harder to get interest in teacher wishlists, moved wishlists for family reading night which was successful, books were more expensive this year,

breakfast felt calmer than parents to lunch, look at lunch hours for staff to shop, second shop was only for kids with money, some kids struggled with how much money they had vs what they could purchase

ii. Family Night at Book Fair Recap - had raffles and crafts, successful event

b. Apparel Sales
   i. Baron Elementary Store - 57 orders - $720
   ii. House Shirt Sale - 76 orders - $272
   iii. $992 total fundraising
   iv. Approved mini grant with Mrs. Fallinger - PTO bought two sizes in every shirt color for her to distribute to kids who may need
   v. Idea - having collection box early in school year for outgrown MC/Baron clothing that families can "shop" (for free) at events

VIII. Committee Reports

a. Hospitality/Staff Appreciation – Chair: Kalysta White, PTO Officer: Melissa Fenske
   i. Teacher/Staff Appreciation Days
      1. 11/3-11/7: School Psychologist Week - card and small snack gift
      2. Will make sign up for other special days
   ii. Fall Conference Luncheon - Tuesday November 25 - soup & salad bar
      1. Will send out sign up for supplies, volunteers, and food (add to newsletter)

b. Fundraising – PTO Officers: Steph Koser & Melissa Fenske
   i. Apparel Sales - Emily
   ii. Fall Gift Card Fundraiser - Steph
      1. Paperwork went home - same as last year except no Artiface
      2. We get 20% from each business except Longeneckers (they have a set amount they will donate)
      3. Due November 24 - will sort on November 25
      4. Get order forms to businesses on 26th
      5. Pick up gift cards from businesses on Dec 9
      6. Second week will be sent home or picked up from families in office – they choose how they will receive/pick up gift cards on order form

c. Book Fair – Chair: Kalysta White
   i. Spring Book Fair – Date Changed to March 9-12 (same week as reading night)

d. Events – PTO Officer: Steph Koser
   i. Mom/VIP Son Game Night (11/14) - Steph
      1. Kickball games, board and card games, snacks (Gatorade & trail mix)
      2. RSVP date: November 10 (add to newsletter)
   ii. Crafts & Cocoa (12/4) – Natalie & Steph
      1. Sample Projects (2 by 4, clay pots, magnets)
      2. Will use interact kids esp for glue guns
      3. Ordered paint palette trays
      4. Volunteers for prep work
         a. Google form for volunteers with photos of craft

5. “Pre-Order” sign-up – students will be able to reserve which craft they would like to do so that materials can be prepped ahead of time.

iii. Bingo (1/23) - Natalie

e. Display Case/Décor – Chair: Deena Wenclewicz, PTO Officer: Steph Koser
   i. Winter Display
f. Communications – PTO Officer: Emily Snavely
g. Donations – PTO Officer: Natalie Abram
h. Kalysta’s dad’s company would like to donate coffee truck for teachers again

IX. Announcements

a. Officers Meeting: December TBD
b. Next Meeting Date: January 9, 2026, 6:30 pm in the Music Room

X. Adjournment