PTC Meeting

8/26/26

Welcome new Board Members!

Vanessa Larsen- PTC President
Brett Hendrickson- Treasurer
Kerra Lancaster- Secretary
Sara Burkett- Volunteer Coordinator

Email- PTC.arlingtonheights@gmail.com

Mission Statement-

- “Our mission is to enhance the educational experience of every student by fostering collaboration between families and staff, organizing enriching events, supporting teachers, and raising funds that directly benefit our school community.”

Idea Box 💡

- Everyone will get a note card at each meeting where they can anonymously share an idea/advice or write their name/email if they are okay with that.

Agenda Goals for this meeting-

1. Introductions- Get to know the PTC Members
2. Transparency Conversation
3. Budget Goals/Expectations
4. Upcoming Events
5. Volunteer Opportunities

1. Introduction

Vanessa Larsen- PTC President/Kinder Parent

Zachariah Amelio - Vice President / Kindergarten Teacher

Kerra Lancaster- PTC Secretary/Kinder Parent

Brett Hendrickson- PTC Treasurer/1st grade Parent

Sara Burkett- PTC Volunteer Coordinator/ TK Teacher

Vacant - PTC Events Coordinator

2. Transparency Commitment

Our PTC is committed to operating with honesty, openness, and accountability. We believe families, teachers, staff, and our school community deserve clear communication about our goals, decisions, fundraising, and how funds are used. We will maintain accurate records, provide regular updates, and encourage questions and feedback. By working together with transparency and integrity, we can build trust and create a stronger PTC that truly supports our students, staff, and school community.

3. Budget Goals/Expectations

August Review: $309.44 in t-shirt sales on meet the teacher night vs $185.04 last year (almost double)

Last Year: $17,713.32 made, $14,583.78 spent. Net change $3,129.54

Our goal is to bring in more each year than the previous, as cash flow increases we can do more for the staff and the kids. Current goal is to bring in $22,000 this year, about a 25% increase from previous year. Est. expenses last year: $6,000 re-investing in fundraisers, $2,500 on merch, $1,000 on prizes, $1,500 donation to school, $3,500 misc.

Funds raised are used to fund future fundraisers and events (field day, promotion, school merch, student prizes, holiday gram, teacher appreciation, talent show), miscellaneous classroom needs, and special purchases identified in collaboration with the school.

Last Year Overview: NOTE: The events listed don’t always align 100% with transaction date, this is just to give an idea of what was going on at that time.

Month	Income	Expense	Net Change
August 2025 - Back to School	$185.04	-$284.88	-$99.84
September 2025 - Jog-a-Thon	$4,413.00	-$1,817.76	$2,595.24
October 2025 - Fall Family Night and Jog-A-Thon	$2,331.17	-$3,799.61	-$1,468.44
November 2025 - Chocolate Sale	$9,435.67	-$5,719.56	$3,716.11
December 2025 - Holiday Gram		-$1,773.04	-$1,773.04
January 2026	$328.47	-$256.22	$72.25
February 2026	$382.23	-$184.83	$197.40
March 2026 - Talent Show	$79.17	-$249.43	-$170.26
April 2026 - Teacher Appreciation Fundraiser	$411.02		$411.02
May 2026 - Field Day, Promotion, and Teacher Appreciation	$91.01	-$498.45	-$407.44
June 2026	$56.54		$56.54

4. Upcoming Events

Jog-a-thon Thursday October,8th 2026
Volunteers needed- See sign up sheet
Flyers for fundraising will go out on Tuesday, September 7th.
We will accept Check(Money Order) and Cash/Venmo
TBD on if we can get a Radio Station to host
T-Shirt Design Contest- Grade () will have the opportunity to create their a design to be chosen to go on an Arlington Heights T-Shirt
Every child who raises $30 will get a regular shirt and if they raise $50 they will get the custom shirt

See's Candies Fundraiser
Flyers will go out on Monday, November 2nd and need to be returned no later than Friday, November 20th.
We will also have online orders this year with a specific link.

5. Volunteer Opportunities

Jog-a-thon- Help during the event includes:
Cheering on the kids, guiding them to stay on track, passing out treats at the end
Passing out T-shirts to those who raised certain amount
See's Candies- Help organize incoming candy and distribution to families.

Other events: TDB
Teacher Appreciation
Family Movie Night
Date Night Out
Giant Raffle

Questions, comments or concerns?