



Board Budget Meeting Minutes

Douglas Elementary PTO

July 18, 2025 Blue Star Barns 3pm

Board Members: Raechel Hardin, President/Gabby Cote, Vice President/Renee Russell, Treasurer/Alison Mixan, Secretary/Becky Starring, Member-at-Large /Deb Wall, Member-at-Large/Michaelle Gust, DES Principal

Meeting called to order by: Raechel Hardin, President

Attendance: 7

Board Members not present: N/A

- With the working budget from last year, the PTO evaluated all the budgetary items for the upcoming school year 2025-2026. Raechel provided a copy of last year's budget for all to review and assess.
 - Walk-a-thon: Last year's budget was set at \$6900; \$3500 of the \$6900 was budgeted for t-shirts. We'd like to budget \$12,200 tentatively for this year's walka-thon.
 - Clothing swap: Nicole Portman will be the lead. It's not in the budget since clothes will be donated and dropped off leading up to class list day on August 14th.
 - This did not happen at the beginning of the school year due to lack of time, but we will revisit this idea later in the school year
 - Welcome Night: Kate Ure will be taking over the lead. Last year \$1500 was allotted; however, Raechel recommended upping to \$2000.
 - Parent/Teacher Conference Meals: Parents have been bringing in food, so no expenses are needed.
 - Reading Month: Ask Amanda Frank about the budget. Alison knows a local woman who wrote a children's book if there's a need for an author to visit the school.
 - Update: Alison asked Amanda, and she felt \$8000 would be sufficient. However, she did mention that Meagan Kelly is the lead and to double check with her.
 - Holiday Workshop: Leave as is at \$1500
 - Outdoor Experience: We wanted to check if Boys and Girls Club were still involved in maintaining. At this point, we don't think any money needs to be budgeted for this year.
 - Popcorn Friday: Leave as is at \$700
 - Swim Lessons: Recommended upping to \$5500 because they went over \$200 last year.



- Teacher Appreciation Week: Leave as is at \$4000
 - Screen Free Week: Leave as is at \$1200
 - Snack closet: Leave as is at \$4500 ○ Family Dance: Leave as is at \$1500
 - After School Clubs: Last year, funds came from PBIS budget; we can take out of the PTO budget this year. However, we have not determined the amount needed yet.
 - DES 5th grade graduation: Leave as is at \$250
 - Visiting Artist: Was out of a grant from Hayworth, so nothing came out of the budget this year. Missy may have purchased supplies with some of the money. We can double check with her on this.
 - Sunshine cart: Was at \$700 last year but recommended changing to \$500.
 - Admin: May need to go up to \$1000 from \$500
 - Recess equipment: Remain at \$500
 - Eloquence Day: There were lots of donations last year, but we can still keep at \$1500.
 - Field Trips and Transportation: These two items are separate. Birdie met with Mark Niedlinger, and he suggested raises for teachers/parapros and recommended PTO cover transportation costs for one more year as a result. PTO will leave transportation at \$8000 and field trips at \$9000.
 - Game Day: Keep at \$500
 - March Madness Books: Up the budget to \$800
 - Teacher Supplies: \$500 for new teachers, \$400 for grade change and \$300 for returning teachers. If there is a job share, the two teachers should split their allotted amount (per classroom, not per teacher). Last year, the budget for teacher supplies was \$9900, but we may need to adjust the amount.
 - Artist in Residence (Music): No money was spent last year. Diana needs to let PTO know if she needs drums.
 - Update: Raechel emailed her and didn't hear anything back, so she assumes that Diana has no needs as of now.
 - PBIS: Keep at \$4000. Michaelle would like to take kids to a ball game in the spring; however, she needs to figure out the logistics.
 - Classroom Library: Nothing was spent; school library wasn't in the budget for this year since every other year books are updated. Michaelle suggested funding classroom libraries this year. Allot \$2000 total, \$100 per classroom.
 - Bike Lessons: Keep at \$4000. They were under discretionary/unplanned/committee recommendations.
- Based on what we've discussed, we can reevaluate what the budget will be for this upcoming year.



- In addition to the budget, a few other items were discussed.
 - Becky wondered about the status of the book vending machine. Funds from the book fair go toward books for the vending machine. Christina or Megan may be able to provide an update.
 - A school movie before Christmas was suggested. It wasn't done last year, but we can consider it for this year. Birdie mentioned we may need to cut back in a couple of areas if needed to make the movie happen. ○ SCA met with Raechel and Birdie this summer and they would like to do some programming during the school year; however, it must fit within the curriculum. Raechel will send information to Michaelle to see if the teachers have any interest.
 - Encompass Wellness met with Raechel over the summer and would like to do some programming during the school year with the 4th and 5th graders. Raechel will send the information to Michaelle, and she will see if the teachers have any interest.
 - Needed a lead for daytime activity for walkathon. Nicole Portman has volunteered to take the lead on this.
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Meeting adjourned at: 4:15pm

Minutes compiled by: Alison Mixan, Secretary