



Elliott Ranch Elementary Parent Teacher Organization
Meeting Minutes
Wednesday August 20, 2025

Meeting called to order at 6:00 pm by president

Quorum met

Introductions: names, role, child/ren grade and class

Minutes

- Shared online at elliotttranchpto.com two weeks prior to the next meeting
- Last years last meeting minutes only post for a week so vote pass the minuets delayed until next meeting
- No names are recorded in minutes
 - PTO positions often referenced

Financial Report

- Budget updates
 - Passed out this years budget
 - \$86k carried over from last year
 - Purchased marquee out front
 - One time to change to budget
 - Library fund needs to increase by \$488 to \$5,617
 - PTO provides funds to increase librarian hours
 - Allows every class to visit the library every week
 - The librarian works really hard
 - Puts in extra hours
 - Runs amazing events like the Book Faire and reading programs
 - Motion to increase library fund by \$488 to \$5,617
 - Seconded, passed unanimous
 - Approved Art Docent supplemental curriculum for \$3,000 at last meeting in May 2025
 - Still figuring out funding
- Budget questions
 - Meaning of money exchange software:
 - Pay for software to process payments
 - Used to sell tickets for events
 - Use Stripe for online payments, use Square for on-campus sales
 - Meaning of merchant account expenses:
 - Fund to pay for financial expenses such as bounced checks

- Need a budget line item for every payment or fee going in or out of account

Principals Update

- Staff Fleece Sweaters: funding shortfall of \$900
 - Front office tries to make own money by selling swag
 - Fund held in PTO budget
 - May 2025 increased staff morale by \$1000
 - Have a total of \$3000 for staff morale in the budget
 - This number needs to be confirmed by co-treasurers
 - Have enough funds for staff fleeces
 - Will resolve funding shortfalls in the future
- Upcoming school events
 - First Friday Assembly is next Friday 8/29 @8:20am
 - Families welcome to attend
 - Check in at the office for a visitor badge
 - Ice Cream Social next Friday 8/29, 5:30 to 7pm

PTO Liaison program

- New feature of PTO, still evolving
- Liaison duties:
 - communicate back with teacher about the meeting
 - make sure each class, parent, teacher not get lost in the shuffle
 - Organize teacher celebrations
 - PTO will send out teacher interest forms and collect for liaisons to use
 - PTO already collected teacher food preference and restriction sheet
 - Organize Spring Fling classroom contributions:
 - Classroom basket
 - Silent Auction event sponsored by teacher/class

Dine & Donate

- ER PTO pairs with local businesses to fundraise
 - Families order from business and they donate 15 to 20% percent,
 - During 2024-25 school year raised over \$4,000
- Next Dine & Donate
 - Angry Chicks next Tuesday 8/26, 4-9pm

Calendar of Events- DRAFT

- Decide PTO meeting day
 - Tuesday, Wednesday or Thursday
 - Tuesday works best for most
 - Meet first Tuesday of the month
 - Next meeting Tuesday, 9/2 @6pm in the library

Past Events

- Popsicles in the Park
 - End of summer event
 - Set up tables with teacher names and families can sign add their name to classes to find classmates
 - Highest participation yet
- PTO Teacher Breakfast
 - Teachers have an inservice day, provide breakfast while they are working on-campus
 - Usually partner with a local restaurant to provide food
 - Past couple years worked with Huckleberrys
 - This year, due to restaurant internal miscommunication, it fell through
 - PTO Vice President bought, prepped and cooked all the food!!!
- Boo-Hoo, Woo-Hoo Breakfast
 - Event for TK and Kinder families
 - Held after drop-off on first day of school
 - Chick-Fil-A of Elk Grove Blvd donated breakfast sandwiches

Upcoming Events

- Ice Cream Social Friday 8/29 from 8/29, 5:30 to 7pm
 - High School students confirmed to volunteer
- Membership Drive continues through Friday 9/5
 - One of the PTO's biggest fundraisers
 - So far raised over \$4000
 - Class with highest participation rate gets ice cream party

Yearbook

- On-sale now
 - Can purchase through the PTO website
 - Every book comes with two customizable pages
 - Special donation page goes into every book
- Some classes already sent out flier, other classes sending out flier in the near future

PTO Endowment For 2025-26 School Year

- Every year do a big project
 - Last year bought the digital marquee
 - Previous year bought small yard shade structure
- Need suggestions for this year's endowment
 - Suggestions entertained next meeting

Discussion

- Need a chair for Spring Fling event

- Date of Rocket Run TBD
- Date and details of Parent Mixer TBD
- Need a new webmaster next year
 - Site hosted by GoDaddy
- Need a new volunteer coordinator next year
 - Coordinates student volunteers from middle and high school

Next meeting Tuesday, 9/2 @6pm in the library

Meeting adjourned at 7:02pm