

Madden Elementary PTO: Minutes – February 21, 2023

Call To Order 6:00 PM

Review January Minutes

- Approved with corrected spelling for Dr. Eidson's name

Treasurer – Lauren Allaire

- Budget Update – see attached documents
 - Classroom enhancement closed as of February 1. Final cost approximately \$9700, which is a significant reduction from the budgeted \$17,500, and will help close the projected budget shortfall

President – Kate O'Briant

- Nomination Forms Online
- Need Volunteers for Nomination Committee
 - Confirm Admin; 2 Members at large – Typically 2-3 meetings, no more than 30 minutes each
 - Ms. Pruneda has volunteered to be one member
 - Mrs. Durham will be the Admin representative

Vice President – Jennifer Morgan

- Carnival / Raffle Status Update
 - Carnival: most items to be purchased have been. Waiting until closer to time for water purchase. Currently sourcing a local Urgent Car to man the first aid tent. Other outstanding items are ordering tables, and finalizing booth sales. We will send out Teacher activity sign-up sheets prior to spring break. And we will start reaching out to volunteers at least a week before.
 - Raffle: aiming to have all items in hand by March 3rd, to allow time for basketing, photographing, and developing the catalog. Reminder to parents that any donations can be put in the bins at the school prior to March 3rd. Cash donations are also welcome and PTO will source items to supply in the baskets.

Secretary – Avion Sylvester

- No update

Yearbook – Jennifer Davis, Nikki Pimentel

- First 55 pages are ready. Waiting for approval on candid pages.

Media Coordinator – Anne Simsuangco

- Kate O'Briant – Remember to email Anne if there are any updates to be posted

Membership – Ayesha Shoaib

- Kate O'Briant – No changes to membership

Room Parent Coordinators – Renuka Sannicandro, Jennifer Voges

- Valentine's Day Party very successful, everyone had a good time.
- Received an approx. \$90 refund from HEB. Direction is to order by the 24 pack for better pricing going forward.

Teacher Appreciation – Danielle McManus

- Next event on Friday, March 24

VIPS – Michelle Atanu

- Signup Geniuses have gone out for Carnival; more slots & signups to follow as we get closer to the date
- Please submit all volunteer hours before the 10th of each month

Fundraising – Dhruvit Shah

- Jennifer Morgan – Spirit Night at Aling’s on Friday, February 24; currently nothing booked for March, hoping to schedule a morning event for Aliana Donut

Spirit Wear – Vicky Rodriguez

- Jennifer Morgan – Order placed for 100 each Youth XS & S shirts to be received in time for Pre-K/Kindergarten Orientation events

Learning Garden – Nicole Shen

- Jennifer Morgan – spring garden to go in soon. We will have to reach back out to the vendors for the upgrades / expansion plans as the previous quotes contradict the new prioritized direction given by the school. We will attempt to reach back out by end of March.

Teacher Representatives

- Valentine’s Day parties very successful, everyone enjoyed themselves.
- Looking forward to Teacher Appreciation event on Friday
- 30+ signups for Blood Drive. Goal had been 17. Very successful event.
- Looking forward to Carnival; let us know what kinds of volunteering you need.

Principal – Mrs. Durham

- Dads & Donuts very successful. Had to move the festivities out of the cafeteria for 7:30 (to comply with Federal food serving regulations), so had donuts in the hallways. Everyone had a good time.
- STEAM Night Open House and Art Show – March 23
- First and Second Grade field trips are on March 2. All field trips are paid for and will be completed before Spring Break.
- Due to VATRE not passing in the November election, the following budget cuts will occur at Madden for the 2023-24 school year:
 - No District Aide (Terri Cagle)
 - ½ time ESL Specialist (Ms. Swailes) – to be shared with Malala
 - ½ time Math Specialist (Ms. Gless) – to be shared with Malala
 - No more STEM Outclass
 - A school must have a minimum of 175 students in any one grade level to continue to qualify for the program. Madden is projected to have a maximum of 161 for the largest grade next year.
 - All “displaced” employees in the District will be offered a job in a similar capacity (ex: District Aide will be offered an Aide position.)

New Business

Adjourn – 6:40 PM

Madden Elementary PTO

Balance Sheet

02/20/23

As of February 20, 2023

Accrual Basis

| | <u>Feb 20, 23</u> |
|---------------------------------------|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 10010 · Texas Bay Checking Acct | 57,137.14 |
| 10020 · Texas Bay Savings Acct | 30.00 |
| | <hr/> |
| Total Checking/Savings | 57,167.14 |
| | <hr/> |
| Total Current Assets | 57,167.14 |
| | <hr/> |
| TOTAL ASSETS | 57,167.14 |
| | <hr/> <hr/> |
| LIABILITIES & EQUITY | |
| Equity | |
| 32000 · Unrestricted Net Assets | 57,338.66 |
| Net Income | -171.52 |
| | <hr/> |
| Total Equity | 57,167.14 |
| | <hr/> |
| TOTAL LIABILITIES & EQUITY | 57,167.14 |
| | <hr/> <hr/> |

Madden Elementary PTO
Profit & Loss Budget vs. Actual
 July 1, 2022 through February 20, 2023

| | Jul 1, '22 - Feb 20,... | Budget | % of Budget |
|---|-------------------------|------------------|---------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 33000 · Petty Cash | -100.00 | 0.00 | 100.0% |
| 43400 · Donations | | | |
| 43406 · Donations - Box Tops | 84.30 | 250.00 | 33.7% |
| 43411 · Donations - Kroger Rewards | 69.54 | 250.00 | 27.8% |
| 43412 · Donation Amazon Smile | 120.00 | 250.00 | 48.0% |
| 43440 · Donations - Spirit Night | 2,147.59 | 1,000.00 | 214.8% |
| 43450 · Individ, Business Contributions | 11,700.00 | 10,000.00 | 117.0% |
| Total 43400 · Donations | 14,121.43 | 11,750.00 | 120.2% |
| 47000 · Program Income | | | |
| 47100 · Membership Dues | 3,736.50 | 2,500.00 | 149.5% |
| 47120 · Madden PTO Donation Income | 765.00 | 250.00 | 306.0% |
| 47200 · Spirit Merchandise Income | 3,941.37 | 5,000.00 | 78.8% |
| 47300 · Fundraising Income | | | |
| 47310 · Boosterthon Income | 14,144.01 | 15,000.00 | 94.3% |
| Total 47300 · Fundraising Income | 14,144.01 | 15,000.00 | 94.3% |
| 47400 · Carnival Income | | | |
| 47401 · Carnival Income - Donations | 0.00 | 5,000.00 | 0.0% |
| 47402 · Carnival Income - Ticket Sales | 0.00 | 10,000.00 | 0.0% |
| 47403 · Carnival Income - Auction | 0.00 | 250.00 | 0.0% |
| Total 47400 · Carnival Income | 0.00 | 15,250.00 | 0.0% |
| 47600 · Year Book Income | 0.00 | 250.00 | 0.0% |
| Total 47000 · Program Income | 22,586.88 | 38,250.00 | 59.1% |
| 47700 · School Supply Sales Income | 1,103.00 | 0.00 | 100.0% |
| Total Income | 37,711.31 | 50,000.00 | 75.4% |
| Gross Profit | 37,711.31 | 50,000.00 | 75.4% |
| Expense | | | |
| 60000 · Program Expenses | | | |
| 60005 · Unplanned/Contingency | 0.00 | 1,000.00 | 0.0% |
| 60015 · Boosterthon | 2,000.00 | 2,500.00 | 80.0% |
| 60020 · Field Trips | 7,268.50 | 10,000.00 | 72.7% |
| 60025 · Room Parents | 2,574.84 | 4,000.00 | 64.4% |
| 60030 · 5th Grade Party | 0.00 | 350.00 | 0.0% |
| 60110 · Year Book Expense | 142.98 | 3,000.00 | 4.8% |
| 60300 · VIPS - Volunteer Support | 233.96 | 350.00 | 66.8% |
| 60400 · Teacher Appreciation Expenses | 1,613.53 | 4,000.00 | 40.3% |
| 60460 · Teacher of the Month Expense | 80.00 | 0.00 | 100.0% |
| 60470 · Sponsorship Expenses | 240.00 | 0.00 | 100.0% |
| 60500 · School Beautification | 675.86 | 750.00 | 90.1% |
| 60551 · Kindness Rocks Project | 423.10 | 800.00 | 52.9% |
| 60700 · Spirit Merchandise Expense | | | |
| 60701 · School Supplies | 451.39 | 500.00 | 90.3% |
| 60702 · Spirit Wear | 4,014.25 | 2,000.00 | 200.7% |
| Total 60700 · Spirit Merchandise Expense | 4,465.64 | 2,500.00 | 178.6% |
| 60800 · Fundraising Expense | | | |
| 60815 · Membership Incentive Expense | 169.87 | 250.00 | 67.9% |
| 60816 · Booster Winning Party Expense | 94.35 | 375.00 | 25.2% |
| 60820 · Carnival Expense | 830.99 | 2,000.00 | 41.5% |
| Total 60800 · Fundraising Expense | 1,095.21 | 2,625.00 | 41.7% |
| Total 60000 · Program Expenses | 20,813.62 | 31,875.00 | 65.3% |
| 60450 · Classroom Enhancement Program | 9,673.51 | 17,500.00 | 55.3% |
| 62110 · Accounting Fees | 150.00 | 400.00 | 37.5% |
| 64100 · Learning Garden Renovation | 5,851.99 | 10,000.00 | 58.5% |

Madden Elementary PTO
Profit & Loss Budget vs. Actual
 July 1, 2022 through February 20, 2023

| | Jul 1, '22 - Feb 20,... | Budget | % of Budget |
|---|-------------------------|-------------------|-------------|
| 65000 · Operations | | | |
| 65010 · Bank Charges | 29.00 | 250.00 | 11.6% |
| 65015 · Square Transaction Fees | 264.25 | 100.00 | 264.3% |
| 65020 · Postage, Mailing Service | 180.00 | 180.00 | 100.0% |
| 65040 · PTO Supplies | 217.97 | 500.00 | 43.6% |
| 65050 · Media | 21.17 | 800.00 | 2.6% |
| 65120 · Insurance | 240.00 | 300.00 | 80.0% |
| 65125 · Sales Tax | 441.32 | 500.00 | 88.3% |
| Total 65000 · Operations | 1,393.71 | 2,630.00 | 53.0% |
| Total Expense | 37,882.83 | 62,405.00 | 60.7% |
| Net Ordinary Income | -171.52 | -12,405.00 | 1.4% |
| Net Income | -171.52 | -12,405.00 | 1.4% |