

## Madden Elementary PTO: Minutes – March 21, 2023

### Call To Order

- 6:03 by President

### Review February Minutes

- Prepping for Carnival, Valentine Party was great! Donuts with Dad was great!
- Move to approve – Lauren Allaire, second – Jennifer Morgan, approved.

### Principal – Mrs. Durham

- STEAM Night 3/23 – purchase art early, PTO will have 2-4 tables in hallway or cafeteria.
- Carnival Friday 3/24
- Book Fair 3/27-3/31, Book Fair Family Night – 3/29
- Field Day Shirt orders end 4/6
- No School April 8, April 11

### President – Kate O'Briant

- Carnival coming! Show up any time after 12pm on Friday to help with setup!!!
- Carnival is a RAIN OR SHINE event!

### Vice President – Jennifer Morgan

- Carnival / Raffle Status Update
- Income of \$9874.50, expense of \$12419.11
- Rain plan: move what can indoors (booths, games, rock wall), dunk tank under back awning, video game truck out front.

### Secretary – Avion Sylvester

- Nothing to report.

### Treasurer – Lauren Allaire

- Budget Update – see attached documents.
- Next month's meeting will focus on budget planning for 2023-24 school year.
- Classroom enhancement digital form is great! Even though not everyone used the full amount.
- Amazon smile is going away; we are looking for alternative passive fundraising.

### Yearbook – Jennifer Davis, Nikki Pimentel

- Final yearbook deadline is this Friday. Awaiting final page approval for students who cannot be in the book.
- General candid pages need to be checked.

### Media Coordinator – Anne Simsuangco

- Make sure to like the posts!

### Membership – Ayesha Shoaib

- No new members. 146 to date.

### Room Parent Coordinators – Renuka Sannicandro, Jennifer Voges

- Nothing to report.

### Teacher Appreciation – Danielle McManus

- Next event is April 14th and May 4th. May date needs to change. FBISD changed the Teacher Appreciation Week to May 8-12.
- April will be snacks. May will be a meal (breakfast or lunch)? Sandy McGee's for lunch!

### VIPS – Michelle Atanu

- Submit your hours.
- Background Checks
- Need volunteers for Carnival. Have 82 signed up. Will update the SUG to add more spots to each timeslot.

### **Fundraising – Dhruvit Shah**

- Spirit Nights
  - Parents Night Out @ Code Ninjas – April 22, 6-9 PM. Call to Register
    - Private event
    - Limited slots (approx. 45)
    - Pizza and snacks will be provided.
    - \$25 per child
    - Each child that signs up from Madden gives us \$5.
  - Spirit Day at Aliana Donut – April 5<sup>th</sup> from 6am to 8pm; PTO will receive 15% back.
  - Aling’s spirit night brought in \$375.
  - We will have Jeremiah’s summer spirit nights.

### **Spirit Wear – Vicky Rodriguez**

- All orientation shirts have been received.
- Evaluating the vendor options for next year, but supply chain issues are universal.
- Proposed option by teachers for a grey shirt with royal blue logo.

### **Learning Garden – Nicole Shen**

#### **Teacher Representatives**

- Hammond: Crumbl and Aling’s were great! Very cute. Looking forward to Carnival.
- Leiker: Aling’s right before spring break was awesome!
- Stavinoha: 1st grade show was adorable. Nicole Jackson sent an email today about the art show. BRING SCREENSHOT OF YOUR ORDER TO THE ART SHOW!

#### **New Business**

- Nominations are open for the 2023-24 Leadership Team for PTO and are due April 14th.
- Roles & Responsibilities documents are posted on the website.
- Transition planning is in progress, with lists, to-dos, timelines, etc.
- The Nominating committee (Kate, Jennifer Davis, Ayesha Idris, Gabriela Pruneda, Mrs. Durham) will reach out to all nominees for interest and consent. As such, nominate (via Google form) anyone you think might be interested.
- No teachers or district employees can touch money (President, Vice President, Treasurer).

#### **Adjourn**

Move to adjourn at 6:45 by Jennifer Morgan, second by Leiker, approved.

Attendance

Anne Marie Simsuangco	Jennifer Davis	Lauren Allaire	Jennifer Morgan
Kaye Chessher	Ruth Schmalz	Katherine Rogge	Zoe Fuqua
Kelly Stavinoha	Hanna Hammond	Lisa Bless	Kristi Durham
Sara Allberry	Meenish Memon	Nicole Arthurs	Janet Potts
Danielle McManus	Renuka Sannicandro	Dhruvit Shah	Michelle Atanu
Ayesha Ali	Kate O'Briant		

## Madden Elementary PTO

## Balance Sheet

As of March 21, 2023

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	<u>Mar 21, 23</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
10010 · Texas Bay Checking Acct	53,310.97
10020 · Texas Bay Savings Acct	30.00
	<hr/>
Total Checking/Savings	53,340.97
	<hr/>
Total Current Assets	53,340.97
	<hr/>
<b>TOTAL ASSETS</b>	<b><u>53,340.97</u></b>
	<hr/>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
32000 · Unrestricted Net Assets	57,338.66
Net Income	-3,997.69
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Total Equity	53,340.97
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<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>53,340.97</u></b>

**Madden Elementary PTO**  
**Statement of Financial Income and Expense**  
**February 2023**

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	TOTAL
Ordinary Income/Expense	
Expense	
60000 · Program Expenses	
60020 · Field Trips	100.00
60025 · Room Parents	861.24
60700 · Spirit Merchandise Expense	0.00
60800 · Fundraising Expense	
60820 · Carnival Expense	2,023.10
<b>Total 60800 · Fundraising Expense</b>	<b>2,023.10</b>
<b>Total 60000 · Program Expenses</b>	<b>2,984.34</b>
60450 · Classroom Enhancement Program	2,496.04
62110 · Accounting Fees	75.00
65000 · Operations	
65010 · Bank Charges	0.00
<b>Total 65000 · Operations</b>	<b>0.00</b>
<b>Total Expense</b>	<b>5,555.38</b>
<b>Net Ordinary Income</b>	<b>-5,555.38</b>
<b>Net Income</b>	<b>-5,555.38</b>

**Madden Elementary PTO**  
**Profit & Loss Budget vs. Actual**  
 July 1, 2022 through March 21, 2023

	Jul 1, '22 - Mar 21...	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
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%
<b>Total 43400 · Donations</b>	<b>14,121.43</b>	<b>11,750.00</b>	<b>120.2%</b>
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%
<b>Total 47300 · Fundraising Income</b>	<b>14,144.01</b>	<b>15,000.00</b>	<b>94.3%</b>
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%
<b>Total 47400 · Carnival Income</b>	<b>0.00</b>	<b>15,250.00</b>	<b>0.0%</b>
47600 · Year Book Income	0.00	250.00	0.0%
<b>Total 47000 · Program Income</b>	<b>22,586.88</b>	<b>38,250.00</b>	<b>59.1%</b>
47700 · School Supply Sales Income	1,103.00	0.00	100.0%
<b>Total Income</b>	<b>37,711.31</b>	<b>50,000.00</b>	<b>75.4%</b>
<b>Gross Profit</b>	<b>37,711.31</b>	<b>50,000.00</b>	<b>75.4%</b>
<b>Expense</b>			
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	9,106.90	10,000.00	91.1%
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	1,872.31	4,000.00	46.8%
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%
<b>Total 60700 · Spirit Merchandise Expense</b>	<b>4,465.64</b>	<b>2,500.00</b>	<b>178.6%</b>
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	2,143.09	2,000.00	107.2%
<b>Total 60800 · Fundraising Expense</b>	<b>2,407.31</b>	<b>2,625.00</b>	<b>91.7%</b>
<b>Total 60000 · Program Expenses</b>	<b>24,222.90</b>	<b>31,875.00</b>	<b>76.0%</b>
60450 · Classroom Enhancement Program	10,090.40	17,500.00	57.7%
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 March 21, 2023

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	Jul 1, '22 - Mar 21...	Budget	% of Budget
<b>65000 · Operations</b>			
<b>65010 · Bank Charges</b>	29.00	250.00	11.6%
<b>65015 · Square Transaction Fees</b>	264.25	100.00	264.3%
<b>65020 · Postage, Mailing Service</b>	180.00	180.00	100.0%
<b>65040 · PTO Supplies</b>	217.97	500.00	43.6%
<b>65050 · Media</b>	21.17	800.00	2.6%
<b>65120 · Insurance</b>	240.00	300.00	80.0%
<b>65125 · Sales Tax</b>	441.32	500.00	88.3%
<b>Total 65000 · Operations</b>	1,393.71	2,630.00	53.0%
<b>Total Expense</b>	41,709.00	62,405.00	66.8%
<b>Net Ordinary Income</b>	-3,997.69	-12,405.00	32.2%
<b>Net Income</b>	<b>-3,997.69</b>	<b>-12,405.00</b>	<b>32.2%</b>

## Madden Elementary PTO Transaction Detail By Account July 1, 2022 through March 21, 2023

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>60450 · Classroom Enhancement Program</b>									
Bill	08/14/2022	target	Hannah Hammond				20000 · Accou...	0.00	0.00
Check	08/22/2022	139	Hannah Hammond				10010 · Texas ...	250.00	250.00
Check	08/22/2022	140	Lindsey Leiker				10010 · Texas ...	250.00	500.00
Check	08/22/2022	141	Kara Bergerson				10010 · Texas ...	235.73	735.73
Check	08/22/2022	142	Barbara McClanahan				10010 · Texas ...	205.70	941.43
Check	08/22/2022	143	Katherine Rogge				10010 · Texas ...	232.11	1,173.54
Check	08/22/2022	144	Xiomara Polk				10010 · Texas ...	250.00	1,423.54
Check	09/05/2022	146	Mahrin Maredia				10010 · Texas ...	250.00	1,673.54
Check	09/05/2022	147	Joy Onwuemelie				10010 · Texas ...	250.00	1,923.54
Check	09/05/2022	148	Nicole Jackson	classroom en...			10010 · Texas ...	203.34	2,126.88
Check	09/07/2022	150	Rebecca Goodeaux				10010 · Texas ...	147.88	2,274.76
Check	09/07/2022	151	Limaris Swailes				10010 · Texas ...	94.76	2,369.52
Check	10/05/2022	156	Alexandra Sanchez				10010 · Texas ...	231.40	2,600.92
Check	10/05/2022	158	Hailey Thibodeaux				10010 · Texas ...	164.57	2,765.49
Check	10/05/2022	159	Theresa Grahmann				10010 · Texas ...	250.00	3,015.49
Check	11/08/2022	175	Kristin Simmons				10010 · Texas ...	250.00	3,265.49
Check	11/08/2022	176	Rebecca Goodeaux				10010 · Texas ...	102.12	3,367.61
Check	11/08/2022	177	Sara Stuva	Sara Allberry			10010 · Texas ...	250.00	3,617.61
Check	11/08/2022	178	Amanda Smith				10010 · Texas ...	87.81	3,705.42
Check	12/11/2022	183	Limaris Swailes				10010 · Texas ...	143.80	3,849.22
Check	12/11/2022	184	Khatrina Debarros				10010 · Texas ...	206.76	4,055.98
Check	12/11/2022	185	Daniela Morales				10010 · Texas ...	250.00	4,305.98
Check	12/11/2022	186	Ellen Wong				10010 · Texas ...	123.90	4,429.88
Check	12/11/2022	187	Laura DeJesus	classroom en...			10010 · Texas ...	250.00	4,679.88
Check	01/06/2023	189	Johnny DeJesus				10010 · Texas ...	235.87	4,915.75
Check	01/06/2023	190	Ashley Osborn				10010 · Texas ...	250.00	5,165.75
Check	01/08/2023	191	Cassandra Martinez				10010 · Texas ...	247.61	5,413.36
Check	01/14/2023	192	Shameka Hughes				10010 · Texas ...	250.00	5,663.36
Check	01/14/2023	193	Ellen Wong	classroom en...			10010 · Texas ...	123.79	5,787.15
Check	01/14/2023	194	Karen Pinto				10010 · Texas ...	250.00	6,037.15
Check	01/14/2023	195	Jessica Beckwith				10010 · Texas ...	250.00	6,287.15
Check	01/21/2023	198	Barbara McClanahan	check #2			10010 · Texas ...	44.30	6,331.45
Check	01/21/2023	199	Nicole Jackson	check #2			10010 · Texas ...	40.78	6,372.23
Check	01/21/2023	200	Zoey Fuqua				10010 · Texas ...	219.81	6,592.04
Check	01/21/2023	201	Hailey Thibodeaux				10010 · Texas ...	85.43	6,677.47
Check	01/21/2023	202	Gabriela Pruneda				10010 · Texas ...	250.00	6,927.47
Check	01/21/2023	203	Nicole Arthurs				10010 · Texas ...	250.00	7,177.47
Check	02/06/2023	204	Amanda Smith				10010 · Texas ...	151.29	7,328.76
Check	02/06/2023	205	Amy Broekhuis				10010 · Texas ...	220.11	7,548.87
Check	02/06/2023	206	Sheri Watkins				10010 · Texas ...	211.34	7,760.21
Check	02/20/2023	209	Limaris Swailes				10010 · Texas ...	11.44	7,771.65
Check	02/20/2023	210	Suzanne Terez				10010 · Texas ...	250.00	8,021.65
Check	02/20/2023	211	Lisa Gless				10010 · Texas ...	248.88	8,270.53
Check	02/20/2023	212	Beth El Gomez				10010 · Texas ...	250.00	8,520.53
Check	02/20/2023	213	Makensie Wallace				10010 · Texas ...	250.00	8,770.53
Check	02/20/2023	215	Kinza Hirani				10010 · Texas ...	250.00	9,020.53
Check	02/20/2023	216	Kay Chessher				10010 · Texas ...	152.98	9,173.51
Check	02/20/2023	217	Jerelle Racelis				10010 · Texas ...	250.00	9,423.51



5:11 PM

03/21/23

Accrual Basis

**Madden Elementary PTO**  
**Transaction Detail By Account**  
July 1, 2022 through March 21, 2023

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Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Check	02/20/2023	218	Nicki Frankie	classroom en...			10010 · Texas ...	250.00	9,673.51
Check	03/16/2023	219	Kelly Stavinoha				10010 · Texas ...	172.78	9,846.29
Check	03/16/2023	220	Ruth Schmalz				10010 · Texas ...	244.11	10,090.40
Total 60450 · Classroom Enhancement Program								10,090.40	10,090.40
<b>TOTAL</b>								<b>10,090.40</b>	<b>10,090.40</b>

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