

Madden Elementary PTO: Minutes – October 11, 2022

Call To Order

- Jennifer Morgan 6:07

Secretary – Avion Sylvester

- Review September Minutes
- Minutes approved motion carries

Principal – Mrs. Durham

- Oct 19th Unity day wear orange
- 50th day Oct 21 sock donation giving socks to Shared Dreams
- Dads and donuts moved to the end of January. Details TBD
- Red ribbon week coming up week of Oct 24th-28th
- Book character parade 28th
- Nov book fair

Vice President – Jennifer Morgan

- Boosterthon will start seeing social media posts Nov 2nd. Fun Run full service with daily prizes etc
- Carnival / Raffle: March 24, motion made and passed email vp for volunteer to start planning
- Start Booking Vendors now
- Sign-in Sheet (names/emails) will be sent out

Treasurer – Lauren Allaire

- Budget Update
- Balance sheet TX Bay \$61388.80 savings \$30 total 61418.80
- Income from sponsorships, Amazon Smile, Torchy's, membership dues, spirit wear income and school supplies
- Expenses field trip George Ranch for 4th grade
- Class room enhancement at a projected deficit. In comparison we have 208 total members (66 teachers and families 139). Everyone needs to buy into fundraising to maintain the incentive and learning garden
- Profit and loss budget vs actual changed the amount for the cost of classroom by 10k cost correction from 7k to 17k
- Fundraising Needs: This year's planned budget is negative; need to encourage substantial participation in all fundraising activities to maintain spending

Media Coordinator – Anne Simsuangco

- Watch for like and share

Membership – Ayesha Shoaib

- Membership to date 208
- Teacher Incentives Announcements Ms. Jingles and Maredia won and will get Jeremiahs treats Wong, Goodeaux, Osborne, Hammond, Martinez and Naser

Room Parent Coordinators – Renuka Sannicandro, Jennifer Voges

- Teachers without room parent teacher will reach out and let parents know they need to do background check
- “Adopt” a classroom for Wreaths sign up will be shared
- Room Parent Activities shared with teachers for their review and feedback
- Room Parent Meeting dates coming soon
- Winter Party HEB yellow cupcakes except the class with the special cupcakes. Will order an extra dozen cupcakes per class except for special cake class. They will get 3 dozen cupcakes and no more than 66 for Prek

Teacher Appreciation – Priyanka Sheth, Danielle McManus

- Next Event will be a surprise outdoor treat – October 14th 10:30
- Some teachers still need to submit Teacher Favorites Forms which are located on the website
- Raffle Winners: Thibododeaux, Chandler, Naser

VIPS – Michelle Atanu

- Submit your Hours
- Gave small gifts on custodian appreciation day
- Make sure you do your Background Checks for events and parties
- Still looking for parliamentarian Danielle McManus will continue as co chair for teacher appreciation

Fundraising – Dhruvit Shah

- Spring Creek – October 11, 4-8 PM
- November Kendra Scott
- December Texas Roadhouse. Bake sale sign up email Jennifer Morgan
- Kroger Rewards (Link your Kroger account)
- Boxtops \$1.2. Box Tops (www.boxtops4education.com)
- Amazon Smile (Link your Amazon Smile)

Spirit Wear – Vicky Rodriguez

- Sales Totals 198 membership shirts 44 hoodies 23 long sleeve 95 short sleeved. Will have a small inventory extra
- Distribution plan will pick up Friday and will deliver next week

Yearbook – Jennifer Davis, Nikki Pimentel

- Sold 95 so far
- Endsheets photos will be taken tomorrow
- September 16 – November 16: Presale, \$35. Price will increase. Sale closes April 16th
- Start taking pictures!

Learning Garden – Nicole Shen

- Next Steps
- Met with Edwin McKinzie today. Seating plan for 24-30 kids. Pea gravel quote and benches will be done separately quote will be under 10k
- Podium quotes coming in
- Committee Signup Sheet to come

Teacher Representatives

Hammond

- Panera was great
- Spring creek was great thanks for incentives

Leiker

- Thanks for field trips and the incentives will not complain if it has to be decreased
- Thanks for volunteers

Bergerson

- will reach out for book fair volunteers

New Business

- Meeting Venue choice, Alternate Live/In Person
 - Proposed Virtual: November, December, February and April
 - Proposed Live: January, March, May

Motion passed unanimously

Adjourn 6:58

ATTENDEES

Name	Name
Gabriela Pruneda	Kristi Durham
Ayesha Ali	Aneela Farooq
Jainl Shah	Meagan Rebler
Nicole Arthurs	Renuka Sannicandro
Amanda Smith	Nikki Pimentel
Danielle Mc Manus	Krupa Upadhyay
Ayesha Sahigara	Hannah Hammond
LPaige Leiker	Kathrine Rogge
Asma Ali	Aditi Sahu
Jennifer Davis	Shameka Hughes
Charessa Stubblefield	Lauren Allaire
Avion Sylvester	Hailey Thibodeaux
Kara Bergerson	Dhruvit Shah
Jennifer Morgan	Avion Sylvester

8:25 AM

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Accrual Basis

Madden Elementary PTO
Balance Sheet
As of October 11, 2022

	<u>Oct 11, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
10010 · Texas Bay Checking Acct	61,388.80
10020 · Texas Bay Savings Acct	30.00
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Total Checking/Savings	61,418.80
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Total Current Assets	61,418.80
	<hr/>
TOTAL ASSETS	<u>61,418.80</u>
	<hr/>
LIABILITIES & EQUITY	
Equity	
32000 · Unrestricted Net Assets	57,338.66
Net Income	4,080.14
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Total Equity	61,418.80
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TOTAL LIABILITIES & EQUITY	<u>61,418.80</u>
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Madden Elementary PTO
Statement of Financial Income and Expense
September 2022

	<u>Unclassified</u>	<u>TOTAL</u>
Ordinary Income/Expense		
Income		
43400 · Donations		
43450 · Individ, Business Contributions	600.00	600.00
Total 43400 · Donations	600.00	600.00
43412 · Donation Amazon Smile	58.01	58.01
43440 · Donations - Spirit Night	265.00	265.00
47000 · Program Income		
47100 · Membership Dues	4,453.00	4,453.00
47200 · Spirit Merchandise Income	1,429.00	1,429.00
Total 47000 · Program Income	5,882.00	5,882.00
47700 · School Supply Sales Income	1,103.00	1,103.00
Total Income	7,908.01	7,908.01
Gross Profit	7,908.01	7,908.01
Expense		
60000 · Program Expenses		
60005 · Unplanned/Contingency	200.00	200.00
60020 · Field Trips	288.75	288.75
60500 · School Beautification	375.80	375.80
Total 60000 · Program Expenses	864.55	864.55
60450 · Classroom Enhancement Program	945.98	945.98
64100 · Learning Garden Renovation	5,767.33	5,767.33
65000 · Operations		
65015 · Square Transaction Fees	235.91	235.91
65040 · PTO Supplies	75.00	75.00
Total 65000 · Operations	310.91	310.91
Total Expense	7,888.77	7,888.77
Net Ordinary Income	19.24	19.24
Net Income	<u><u>19.24</u></u>	<u><u>19.24</u></u>

Madden Elementary PTO
Profit & Loss Budget vs. Actual
 July 1 through October 10, 2022

	Jul 1 - Oct 1...	Budget	% of Budget
Ordinary Income/Expense			
Income			
43400 · Donations			
43406 · Donations - Box Tops	0.00	250.00	0.0%
43411 · Donations - Kroger Rewards	0.00	250.00	0.0%
43450 · Individ, Business Contributions	11,700.00	10,000.00	117.0%
Total 43400 · Donations	11,700.00	10,500.00	111.4%
43412 · Donation Amazon Smile	58.01	250.00	23.2%
43413 · Donation - School Supplies	0.00	500.00	0.0%
43440 · Donations - Spirit Night	265.00	1,000.00	26.5%
47000 · Program Income			
47100 · Membership Dues	4,698.00	3,500.00	134.2%
47120 · Madden PTO Donation Income	0.00	250.00	0.0%
47200 · Spirit Merchandise Income	1,669.00	5,000.00	33.4%
47300 · Fundraising Income			
47310 · Boosterthon Income	0.00	15,000.00	0.0%
Total 47300 · Fundraising Income	0.00	15,000.00	0.0%
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	6,367.00	39,250.00	16.2%
47700 · School Supply Sales Income	1,103.00	0.00	100.0%
Total Income	19,493.01	51,500.00	37.9%
Gross Profit	19,493.01	51,500.00	37.9%
Expense			
60000 · Program Expenses			
60005 · Unplanned/Contingency	600.00	3,000.00	20.0%
60015 · Boosterthon	0.00	2,500.00	0.0%
60020 · Field Trips	1,155.00	10,000.00	11.6%
60025 · Room Parents	0.00	4,500.00	0.0%
60030 · 5th Grade Party	0.00	350.00	0.0%
60110 · Year Book Expense	45.53	3,000.00	1.5%
60300 · VIPS - Volunteer Support	122.98	350.00	35.1%
60400 · Teacher Appreciation Expenses	1,008.14	4,000.00	25.2%
60500 · School Beautification	1,098.96	750.00	146.5%
60551 · Kindness Rocks Project	0.00	800.00	0.0%
60700 · Spirit Merchandise Expense			
60701 · School Supplies	652.16	500.00	130.4%
60702 · Spirit Wear	0.00	2,000.00	0.0%
60700 · Spirit Merchandise Expense - Other	1,010.00	0.00	100.0%
Total 60700 · Spirit Merchandise Expense	1,662.16	2,500.00	66.5%
60800 · Fundraising Expense			
60815 · Spirit Week Fundraiser-Expense	0.00	250.00	0.0%
60816 · Winning Party Expense	0.00	200.00	0.0%
60820 · Carnival Expense	0.00	2,000.00	0.0%
Total 60800 · Fundraising Expense	0.00	2,450.00	0.0%
Total 60000 · Program Expenses	5,692.77	34,200.00	16.6%
60450 · Classroom Enhancement Program	3,015.49	17,500.00	17.2%
62110 · Accounting Fees	0.00	400.00	0.0%
64100 · Learning Garden Renovation	5,767.33	10,000.00	57.7%

8:24 AM

10/11/22

Accrual Basis

Madden Elementary PTO
Profit & Loss Budget vs. Actual
July 1 through October 10, 2022

	<u>Jul 1 - Oct 1...</u>	<u>Budget</u>	<u>% of Budget</u>
65000 · Operations			
65010 · Bank Charges	0.00	250.00	0.0%
65015 · Square Transaction Fees	235.91	100.00	235.9%
65020 · Postage, Mailing Service	0.00	150.00	0.0%
65040 · PTO Supplies	292.97	500.00	58.6%
65050 · Media	0.00	800.00	0.0%
65120 · Insurance	240.00	300.00	80.0%
65125 · Sales Tax	168.40	500.00	33.7%
Total 65000 · Operations	937.28	2,600.00	36.0%
66900 · Reconciliation Discrepancies	0.00	25.00	0.0%
Total Expense	15,412.87	64,725.00	23.8%
Net Ordinary Income	4,080.14	-13,225.00	-30.9%
Net Income	<u><u>4,080.14</u></u>	<u><u>-13,225.00</u></u>	<u><u>-30.9%</u></u>