



Madison Heights PTO

Executive Board Meeting Notes

Feb. 3rd, 2026

Tristan Called the meeting to order at 8:00pm

Executive Board Members in attendance

*Tristan Gandolfi-President
Myna Wintz-Vice President
Jesse Backerman- Co-Treasurer
Karen Serrano- Co-Treasurer
Tom Ansel- Secretary*

Meeting Summary

The PTO team discussed various operational matters including yearbook campaigns, food handler registrations, and logistics for upcoming events like Fun Run teacher check distributions. They reviewed financial planning and fundraising initiatives, including payment for teacher's aides, budget constraints, and potential equipment upgrades, while also addressing the transition from Venmo to Zeffy for payment processing.

They also discussed the logistics of the upcoming community event "Caring for our kids" as well as Bowling Night.

Yearbook Campaign and Food Handlers Registration

The team discussed the yearbook project, where Tristan raised concerns about Jessica's contract with Lifetouch and the need to determine pricing and payment logistics. They agreed to launch the yearbook campaign before bowling night, with Tom handling website integration and Christine managing social media promotion.

The team also reviewed progress on food handlers registration, with a flyer and Google signup already prepared, though they needed to determine if a bulk purchase of logins would be necessary. Cost will average about \$7 per person was what the board thought.

Fun Run Checks and Updates

They reviewed plans for distributing teacher checks at Wednesday's staff meeting, with Tristan confirming the distribution process and Tom offering to attend the 1:30 PM event. Jesse was assigned to handle reimbursements for classroom supplies, with flexibility given on whether to require pre-approval or post-submission.

Caring for Kids Logistics Planning (Save our Schools/Mom's Demand Action)

The group discussed logistics for an upcoming community meeting, and Myna suggested creating directional signs for visitors. Because all district as well as surrounding community are invited, some people may not know where to go.

Aides Funding and Impact Survey

The group expressed concern about the rising cost of aides, noting that the current budget of \$88,000 for two aides leaves limited funds for other PTO initiatives. The group discussed funding for two aides, Ms. Sam and Ms. Sonora, whose positions are not covered by the district budget. Karen expressed support for maintaining both positions due to their importance in supporting teachers, and Tristan explained that while there's no formal contract with the district, the aides' roles have evolved to include more classroom support beyond basic errands. The team agreed to conduct a survey of teachers to better understand the impact of the aides' work, which Tristan will prepare for distribution on Wednesday, and they decided to aim for maintaining at least one full-time position while exploring funding options. The board plans to make decisions on this prior to the March timeframe Principal Lee has said the information on aides would be needed,

Financial Planning and Fundraising Update

The group discussed their current and future financial situation, focusing on aides payments and fundraising efforts. They reviewed the budget for the current year, noting that about \$40,000 is still needed for aides' payments, and discussed the need to raise around \$140,000 annually for various community events and staff appreciation activities. Jesse provided an update on their current account balances, and the group estimated they have about \$50,000 left to spend before the end of the year. They also briefly touched on potential future expenses like Dad's Club and Cecilia's coffee supplies.

Fundraising and Budget Planning

The group discussed fundraising efforts and budget planning, with Tristan reporting approximately \$14,000 in income still needed to meet their goals. Karen agreed to reconcile current balances and provide a detailed analysis of fundraising versus pay increases over the past few years to ensure sustainability. The team also explored potential uses for additional funds (should we not cover 2 aides in the future), including a portable sound system, field lighting, and a new marquee, with Karen suggesting they might approach the district about funding these improvements.

Venmo to Zeffy Payment Transition

The group decided to close the Venmo account due to phone number verification requirements and switch to Zeffy for payments, with Jesse tasked to set up the new Zeffy account. They agreed to maintain Venmo temporarily for the next dress-down day while informing members of the transition, and Karen will investigate QuickBooks invoicing options for sponsorships and larger payments.

Sprouts Spot Grant

The board covered a new Sprouts grant for \$2,000 to support the community garden.

Tristan called the meeting to a close at 9:06pm

****In an ad hoc meeting called by Tristan on 02/17/26 to have Karen Serrano provide updated budgets vs. YTD expenses for the various committees and the executive committee also voted on committing to support the salaries and benefits of 1 full-time aide and one part-time aide. For the upcoming school year (26/27). All Executive Members were in attendance.****