

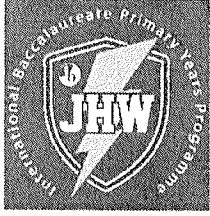
May 3, 2024

PTO Meeting Agenda

Welcome & Greetings- Griffiths

- I. Review minutes from April
- II. Administrative Report
- III. Budget
- IV. Fundraising Ideas
- V. Ideas/Feedback/Suggestions for 24/25 school year

Thank you for your dedication to PTO!



PTO Meeting Minutes

May 3, 2024

Welcome/Introductions & Greetings:

Members Present: Cheryl Donaldson, Tiffany Pressley, and Betty Finnell

Review of April Minutes:

Approved by: Cheryl Donaldson

Second by: Tiffany Pressley

Administrative Report:

Budget:

- Color Run money is all in and we received \$24.50 back from Color-A-Thon. Total \$911.50 on the Color Run.
- We still need to budget for Staff Appreciation lunch: \$600.00

Staff Appreciation:

- PTO will do lunch: sub sandwich, chips, cookies, and drinks on Tuesday, May 7th.
- PTO got a keychain for every staff member.

Fundraiser:

- Continue fall photo
- Continue color run, but try to make the color so Janie Howard Wilson gets more of the profit.
- Continue spirit nights at the different businesses around Lake Wales

Ideas/Feedback/Suggestions for 24/25 school year:

- Continue sunshine cart

INTERNAL ACCOUNT - DEPOSIT & PURCHASING REPORT

C. Donaldson/ B. Finnell

G/L Account Number 891-9800-510-1401-40011

School/Dept. Name: Janie Howard Wilson

Internal Account Name PTO/PTFC

Date: 2022-23

User's Name	Date of Purchase	Merchant's Name	Description of Purchase	Card Number (Last 4 digits)	Dollar Amount of Purchase
	1-Jul	BALANCE	Forwarding Balance from 2022		\$ 1,365.52
DISBURSEMENT	19 SEPT	TRANSFER	CHANGE FUND DEPOSITED INTO INCORRECT ACCOUNT		(\$100.00)
DEPOSIT	22-Aug		MEMBERSHIP FEE		\$140.00
DEPOSIT	22-Aug		PTO SNACK F/R		\$ 282.50
EXPENSE	15 SEPT	WALMART	POPSICLES FOR PTO MEMBERSHIP		(\$16.91)
EXPENSE	15 SEPT	WALMART	POPSICLES FOR PTO MEMBERSHIP		(\$14.43)
DEPOSIT	3-Oct		MEMBERSHIP FEE		\$55.00
DEPOSIT	OCT '22		FALL CARNIVAL PHOTO F/R		\$320.00
EXPENSE	31 Oct	WALMART	PHOTOS FOR FALL CARNIVAL F/R		(\$34.74)
EXPENSE	9-Dec	ESTES ELECTRIC	POPCORN MACHINE		(\$145.00)
DEPOSIT	7-Feb		KONA ICE F/R		\$136.04
DEPOSIT	12-Feb		DRESS DOWN DAY F/R		\$209.09
DEPOSIT	17-Feb		PTO MEMBERSHIP FEES		\$10.00
DEPOSIT	27-Feb		50/50 RAFFLE PROCEEDS		\$50.50
DEPOSIT	27-Feb		PTO COLOR RUN F/R		\$750.00
EXPENSE	7-Mar	POSITIVE PROMOTIONS	EOY AWARDS		(\$260.73)
			NO OUTSTANDING ENTRIES	\$2,746.84	
EXPENSE	12-Apr	WALMART	POPSICLES FOR PTO COLOR RUN		(\$19.84)
EXPENSE	17-Apr	LESLEY MORALES	BALLOON ARCH		(\$110.00)
			BALANCE THROUGH 4/30/23	\$2,617.00	
			\$1271.32 + \$1365.52 (21/22 YR END BALANCE) - OUTSTANDING (\$19.84) = \$2617.00		
EXPENSE	2-May	SIMENAS TACOS 2	STAFF LUNCH FOR TEACHER APPRECIATION WEEK		(\$192.49)
EXPENSE	2-May	WALMART	FOOD FOR TEACHER APPRECIATE LUNCH		(\$73.68)
DEPOSIT	2-May		PTO COLOR RUN F/R		\$60.00
EXPENSE	4-May	PUBLIX	TROPICANA SPEECH CONTEST - LUNCH		(\$22.96)
DEPOSIT	10-May		SCHOOLATHON - COLOR RUN		\$300.00
DEPOSIT	12-May		DRESS DOWN DAY F/R		\$10.00

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			BALANCE THROUGH 5/31/23	\$1332.35 + 1365.52 (21/22 YR END BALANCE) =	2697.87	
			BALANCE THROUGH 6/30/23	\$2697.87	2697.87	
			BALANCE THROUGH 7/31/23	\$1332.35 + 1365.52 (21/22 YR END BALANCE) =		
			BALANCE THROUGH 8/30/23	\$2697.87		
			END OF SCHOOL YEAR 2022/2023			
			BALANCE THROUGH 7/31/23	\$1332.35 + 1365.52 (21/22 YR END BALANCE) =	2697.87	
EXPENSE	30 Jul		WALMART	FOOD ITEMS FOR PTO BACK TO SCHOOL STAFF BREAKFAST & PTO MEETINGS		(\$195.34)
EXPENSE	2 Aug		AMAZON	TEACHER BALL POINT PENS		(\$19.52)
EXPENSE	9-Aug		WALMART	LOLLIPOPS FOR PTO MEMBERSHIP DRIVE INCENTIVE		(\$19.08)
EXPENSE	18-Aug		LESLIE MOYE	REIMBURSEMENT - JHW BACK TO SCHOOL BREAKFAST		(\$35.19)
DEPOSIT	18-Aug			PTO MEMBERSHIP FEES		\$240.25
DEPOSIT	31-Aug			PTO MEMBERSHIP FEES	2728.99	\$60.00
			BALANCE AS OF 8/30/23	\$2728.99 - \$2697.87 (2022-2023 YR END/INCLUDES 2021-2022 YR END) = \$31.12		
EXPENSE	11-Sep		WALMART	COFFEE, WATER, BREAKFAST BISCUITS		(\$12.40)
DEPOSIT	12 Sep			PTO MEMBERSHIP FEES		\$50.00
EXPENSE	16 Sep		WALMART	POPSICLES FOR PTO POPSICLE PARTY		(\$14.70)
DEPOSIT	18-Sep			SPIRIT NIGHT F/R - LOCCORITO'S		\$132.00
DEPOSIT	18-Sep			PTO MEMBERSHIP FEES		\$40.00
DEPOSIT	28-Sep			KONO ICE	3046.89	\$123.00
			BALANCE AS OF 9/30/23	\$3046.89 - \$2697.87 (2022-2023 YR END/INCLUDES 2021-2022 YR END) = \$349.02		
DEPOSIT	2-Oct			PTO MEMBERSHIP FEES, FALL PHOTO BOOTH		\$30.00
DEPOSIT	3-Oct			FALL PHOTO BOOTH		\$5.00
DEPOSIT	3-Oct			FALL PHOTO BOOTH		\$10.00
DEPOSIT	6 Oct			FALL PHOTO BOOTH		\$10.00
DEPOSIT	6-Oct			FALL PHOTO BOOTH		\$5.00
DEPOSIT	9-Oct			FALL PHOTO BOOTH		\$5.00
DEPOSIT	10-Oct			FALL PHOTO BOOTH		\$25.00
EXPENSE	13-Oct			WALMART-SNACKS FOR STAFF MONTHLY TREATS		(\$88.08)
DEPOSIT	16-Oct			FALL PHOTO BOOTH		\$5.00
DEPOSIT	18-Oct			PTO SPIRIT NIGHT - BRAKE BURGER GARAGE		\$48.29
DEPOSIT	19-Oct			FALL PHOTO BOOTH		\$5.00
DEPOSIT	20-Oct			FALL PHOTO BOOTH		\$10.00
DEPOSIT	24-Oct			FALL PHOTO BOOTH		\$5.00
DEPOSIT	24-Oct			FALL PHOTO BOOTH		\$20.00
DEPOSIT	25-Oct			FALL PHOTO BOOTH		\$25.00
DEPOSIT	27-Oct			FALL PHOTO BOOTH		\$105.00

EXPENSE	30-Oct		PHOTO PRINTS FOR FALL PHOTO F/R \$3213.22 - \$2697.87 (22/23 YR END, INCLUDES 21/22 YR END = \$515.35	3213.22	(\$58.88)	X	OCT
EXPENSE		BALANCE AS OF 10/31/23					
EXPENSE	13-Nov		ROCKIN' BOUNCIES - FALL FESTIVAL \$2873.76 - \$2697.87 (22/23 YR END, INCLUDES 21/22 YR END = \$175.89	2873.76	(\$339.46)	X	NOV
EXPENSE		BALANCE AS OF 11/30/23					
EXPENSE	4-Dec		WALMART-SNACKS & BEVERAGES FOR PTO STAFF TREATS		(\$204.22)	X	JAN
DEPOSIT	5-Dec		SPIRIT NIGHT F/R - LOCCORITO'S		\$29.00	X	DEC
EXPENSE	8-Dec		SAC MEETING - REFRESHMENTS \$2690.11 - \$2697.87 (22/23 YR END, INCLUDES 21/22 YR END + 8.43 + 204.22 OUTSTANDING = \$204.89	2690.11	(\$8.43)	X	JAN
DEPOSIT	8-Jan		PTO MEMBERSHIP DUES/DONATION		\$77.89	X	JAN
DEPOSIT	12-Jan		BRAKE BURGER-SPIRIT NIGHT DONATION		\$6.00	X	JAN
DISBURSEMENT	17-Jan		CORRECTION ON C/C 4553 - FRANCIS L DEAN - INSURANCE ON OBSTACLE COURSE INFLATABLE FOR FALL FEST		(\$440.00)	X	JAN
DEPOSIT	23-Jan		MEMBERSHIP FEE		\$5.00	X	JAN
EXPENSE	24-Jan		SNACKS FOR PTO MONTHLY STAFF TREAT \$2186.14 - \$2697.87 (22/23 YR END, INCLUDES 21/22 YR END = (\$511.73)	2186.14	(\$152.86)	X	JAN
EXPENSE	9-Feb	BALANCED AS OF 01/31/24	WALMART - SOCCER CONCESSIONS - PRE K - CODED TO PTO SHOULD HAVE BEEN CODED TO PRE-K		(\$37.38)	X	FEB
EXPENSE	12-Feb		WALMART - SNACKS FOR MONTHLY STAFF TREATS		(\$60.39)	X	FEB
REVERSAL	29-Feb		WALMART - SOCCER CONCESSIONS - PRE K - CODED TO PTO SHOULD HAVE BEEN CODED TO PRE-K		\$37.38		
		BALANCED AS OF 02/29/24	\$2125.75 - \$2697.87 (22/23 YR END, INCLUDES 21/22 YR END - OUTSTANDING \$37.38 = (\$609.50)	2125.75			
DEPOSIT	5-Mar		COLOR RUN F/R		\$76.00	X	MAR
DEPOSIT	6-Mar		SPIRIT NIGHT - LOCCORITO'S		\$26.00	X	MAR
DEPOSIT	19-Mar		COLOR RUN F/R		\$60.00	X	MAR
DEPOSIT	21-Mar		PTO MEMBERSHIP		\$5.00	X	MAR
DEPOSIT	26-Mar		COLOR RUN F/R		\$30.00	X	MAR
DEPOSIT	27-Mar		COLOR RUN F/R		\$90.00	X	MAR
DEPOSIT	27-Mar		COLOR RUN F/R		\$60.00	X	MAR
DEPOSIT	28-Mar		COLOR RUN F/R		\$30.00	X	MAR
DEPOSIT	28-Mar		COLOR RUN F/R		\$240.00	X	MAR
		BALANCED AS OF 03/31/24	\$2742.75 - \$2697.87 (22/23 YR END, INCLUDES 21/22 YR END - OUTSTANDING \$37.38 = \$7.50	2742.75			
DEPOSIT	1-Apr		COLOR RUN F/R		\$185.00		
DEPOSIT	4-Apr		COLOR RUN F/R		\$90.00		
EXPENSE	12-Apr		WALMART - MONTHLY STAFF TREATS		(\$113.12)		
EXPENSE	15-Apr		WALMART - STAFF APPRECIATION GIFTS FOR PTO		(\$39.98)		
EXPENSE	17-Apr		AMAZON - BALLOON TIES - PTO COLOR RUN		(\$39.96)		
EXPENSE	17-Apr		WALMART - POPSICLES FOR PTO COLOR RUN		(\$9.00)		

DEPOSIT	2-May	BRAKE BURGER-SPIRIT NIGHT DONATION	\$9.57
Total			\$ 2,825.26