

# Harry Dewey

## Fundamental Elementary

### PFO Meeting Minutes

**Meeting Date: 9-11-23**

**Attendees:** Claire Thompson, Christina Labio, Brittany Souza, Lillia Nardozzi, Sabrina Parsley, Breana Sullivan, Adi Steinberg, Trisha Eastman, Brian Spiker, Danielle Barnhart, Krisi Vera, Melissa Hadley, Melanie Reynolds, Mindy Jackson, Sabrina Bayless, Crystal Ruiz, Amanda Lopez, Megan Sitter, Kanani Hansen, Kyli Gallington, Ali Houting, Valentyna Puolyk

**Meeting called to order at:** 6:04

**Prior meeting minutes** – PFO Budget Meeting Minutes reviewed (minutes recorded by Stefanie Vrapı, secretary)

1<sup>st</sup> Motion to approve minutes: Breanna Sullivan

2<sup>nd</sup> Motion to approve: Lillia Nardozzi

PFO meeting minutes approved.

**Treasury Report:** Brian Spiker, Treasurer

Account balances reported from 8/1/23 to 8/31/23

#### Checking Account

Beginning Balance: \$9,704.08

Total Deposits: \$753.32

Total Checks: \$328.28 (Auction Reimbursement, Pizza Party Reimbursement)

Electronic Payments: \$179.59 (Money Minder Annual Fee)

Ending Balance: \$9,936.53

Treasury Report Approved At: 6:27

Treasury Report Approved By: Lillia Nardozzi

Treasury Report Approved By: Breanna Sullivan

### Savings Account

Account balances reported from 8/1/23 to 8/31/23

Beginning Balance: \$32,102.79

Transactions: \$0.27 interest

Ending Balance: \$32,103.06

1<sup>st</sup> Motion to approve: Christina Labio

2nd Motion to approve: Claire Thompson

Treasury report approved at: Monday, October 9, 2023 at 9:45

### **2023 Projected Budget: Brian Spiker, Treasurer**

- \$25,000 of budget went into the installation of tables.
- Revenue will be steady as normal.
- Budget is not included in 2020.
- Brought budget down to \$6,000 for School Enrichment Funds.
- Budget is an estimate of what could happen during the year.
- Main revenue driver for the year is the Dinner Auction. We make about \$15,000 per year at the event.
- Removed some items, such as Lunch Fund, that we haven't used in four years.

### **Scrip Treasury Report – Lilia Nardozi, Scrip Treasurer**

#### **Account Balances reported from 6/1/23 to 6/30/23**

Beginning Balance: \$29,331.08

Total Deposits: \$3,810.00

Total Fees/Withdrawals: \$2,918.25

Total Disbursements: \$869.23 (Teacher reimbursements: Ruswinkle, McCullouch, Larsen, Huff, Gardner, Burton, Shook, Kiksman)

Ending Balance: \$29,353.60

Total Monies: \$29,353.60

Total Monies allocated (summer/teacher accts): (\$5,454.79)

Total Monies unallocated: \$23,898.81

1<sup>st</sup> Motion to Approve: Adi Steiberg  
2<sup>nd</sup> Motion to Approve: Ali Houting  
Scrip Treasury Report Approved.

**Account Balances reported from 7/1/23 to 7/31/23**

Beginning Balance: \$29,353.60  
Total Deposits: \$0  
Total Fees/Withdrawals: \$372.59  
Total Disbursements: \$0  
Ending Balance: \$28,981.01  
Total Monies: \$28,981.01  
Total Monies allocated (summer/teacher accts): (\$5,454.79)  
Total Monies unallocated: \$23,526.22  
1<sup>st</sup> Motion to Approve: Adi Steiberg  
2<sup>nd</sup> Motion to Approve: Ali Houting  
Scrip Treasury Report Approved.

**Account balances reported from 8/1/23 to 8/31/23**

Beginning Balance: \$28,981.01  
Total Deposits: \$1,709.90  
Total Fees/Withdrawals: \$1732.04  
Total Disbursements: \$12.00 (Shane Molaison)  
Ending Balance: \$28,946.87  
Total Monies: \$28,946.87  
Total Monies allocated (summer/teacher accts): -\$5,454.79  
Total Monies unallocated: \$23,492.08  
1<sup>st</sup> Motion to Approve: Adi Steiberg  
2<sup>nd</sup> Motion to Approve: Ali Houting  
Scrip Treasury Report Approved.  
Three Month Scrip Treasury Report Approved at 6:36

**Principal Comments:** Sabrina Parsley, School Principal

Tables

- Additional tables will be set up this weekend.
- Sabrina will contact the soccer clubs to ensure we're leaving enough room for them.

Drama Club

- Sabrina distributed a copy of the menu which is the types of events you can plan.
- We have the Maker Lab, but she wanted to bring in another piece and that's why we're looking at a drama club.
- Sabrina has \$10,000 budgeted; the cost is \$15,000. She does not have enough money to cover for this year, so Sabrina is asking for the PFO to cover the remaining balance.
- This is the last year of the budget for this. Sabrina can spend the money on something else, but she is looking to spend the money, so she doesn't lose it.
- We do want to spend the money while we have it.
- Sabrina will see if a rep from the company can come in and talk to us to give us more information.

Teacher Requests:

- No teacher rep present for this meeting
- Student Store: Need parent volunteers to run the student store
- Art Docent Program:
  - Each class has a parent who does a monthly theme, and they do an art project. It's bringing in an additional piece of hands-on activity.
  - We need a rep to spearhead the program across the school.
  - We need a parent to lead the Student Government Program.
- Maker Lab and Art Studio
  - Miss Tee is making it like an art studio.
  - Other half of the room is creating, STEM, design and engineering standards.

**Ways & Means** – Breanna Sullivan

- August – Crumbl. We earned \$255. 90 students attended and Mrs. McCulloch's class won. Crumbl added an additional raffle prize if you bought six or more cookies. McCulloch's class will get their cookies this week.
- September – Chipotle. Use Scrip.
- October – Panda Express, October 27.
- November/December – off of dinner fundraisers.
- Square 1 art planned in the Fall. It will start Tuesday (9/12). October 7 gets sent out to parents with an order form. We have until November 14 to place orders. We should get items back before the Holidays.
- See's Yumraiser – if you buy candy anyway, might as well get it and help the school. Ordering through the fundraiser is the same price.
- Beach Hut Deli was requested as a provider to look into.

## **Committee and Activity Reports**

### **“EVENT” Update – Brittany Souza**

#### Fall Festival:

- Hot dog or pizza to sell with chips and a drink.
- No food trucks.
- We are selling food packs for \$4 and we'd make \$2 on each order to pay for the entire event.
- Do we have a food committee to prepare the hot dogs and put them in a hot box?
- Scarecrows are going to be on small dollies for easy transport. No hay on the scarecrows.
- We are moving everything up to 5:30.
- There will be an Amazon wish list for Fall Festival needs.
- Fall Festival is allocated for Field Trip funds.

#### Santa's Night Chair:

- We need to recruit for the Santa Night Chair and committee.

### **New Business:**

#### PFO Bylaws – Claire Thompson

- Hoping that by next meeting we can vote on the newest edition of the bylaws.

#### Membership Drive – Melissa Keil

- We have 27 paid members.
- We had about \$3,000 worth of paid memberships last year.
- The membership drive is also a class competition. Last year we had an ice cream party, one for upper grades and one for lower grades.
- Historically the membership drive offers opportunity to get swag that you don't have access to traditionally.

**Meeting called to order at: 7:42**