

MINUTES NOT APPROVED BEFORE POSTING ON PTO WEBSITE

Herod PTO Meeting Minutes

Tuesday, August 31, 2010 – Pre-K thru 2nd Grade

Thursday, September 2, 2010 – 3rd Grade thru 5th Grade

Meeting Began at 5:30 pm.

Ms. Nixon welcomed all of the families in attendance and then introduced the administration and teachers.

Kristin Reeves, our PTO Co-President, let parents know that there are many volunteer opportunities for both working and non-working parents to become involved with the PTO at our school. Kids love seeing their parents at school.

At tonight's meeting you can sign up for Enrichment classes and purchase school shirts.

The current fundraiser going on right now is Rainbow's End. Families are encouraged to donate a minimum of \$15.00 to join the PTO. With a \$15.00 donation you will receive a directory. Families that are joining for the first time will receive a yard sign. There are various levels at which each family can join.

There was a proposed amendment to our PTO By-laws which needed to be voted on. The changes included:

- a. Due to school ending in June, need to close books June 30
 - i. This year is 13 months- June 1- June 30, 2011
 - ii. Subsequent years are 12 months- July 1- June 30, 2012
- b. Changed and removed some officer titles in line with what we've been doing
- c. Added section of removal from offices (failure to perform duties, unethical behavior, etc)
- d. Added section of conflict of interest to stay in line with IRS
- e. Clarified the section on the finance committee

The motion to amend the By-laws passed.

Lisa Murray, our PTO Treasurer, presented the budget for this school year. She explained some of the fundraisers and expenses for the year. The proposed budget was voted on and passed.

A flier will be sent home with the kids next week about how you can raise money for the school just by shopping at Kroger's and Randall's and linking your store rewards card to Herod.

Ways to keep up with what is going on at Herod include:

- Watch for the PTO section of the weekly school newsletter
- Join the Yahoo Group for updates sent to your email
- Facebook (Herod PTO) and Twitter (Herod PTO).

On Friday, September 3rd the Gift Wrap Fundraiser will start. Children will receive a catalogue of items that they can sell to family and friends. Herod PTO gets 50% of the profit, which will go back to our school. When turning in the order form, please don't send cash to school. It is better to send check or money orders.

PTO meetings are generally the 3rd Tuesday of the month and there is usually free childcare (popcorn and a movie). There will be a Food Service Update at the Tuesday October 19th meeting.

There are sign up sheets at the classrooms tonight when you visit your classrooms, please sign up to help in your classrooms.

Meeting ended at 5:55 pm.

Attachments: Meeting agenda and Budget

**Herod Elementary School
PTO Meeting
Aug/September 2010**

Welcome	Kristin Reeves/Danna Garcia
Amend By-laws	Kristin Reeves
Propose Budget for Approval	Kristin Reeves
Treasurer Report	Lisa Murray
Announcements	Kristin Reeves

Important Dates to Remember:

Wed, 9/1- Thur, 9/2	Gugliani's Nights
Fri, 9/3	Gift wrap kick off
Mon, 9/6	School Holiday
Thur, 9/9	Cici's Pizza Night
Fri, 9/17	School Holiday
Mon, 9/20	Gift wrap money due (no cash please)
Wed, 9/22	Chick-fil-A Night
Fri, 9/24	Early Dismissal, 12:30
Wed, 10/6- Thur, 10/7	Gugliani's Nights
Thur, 10/14	Cici's Pizza Night
Tues, 10/19 (7:00 in media center)	PTO meeting with Food Service Update (child care provided)
Wed, 10/27	Chick-Fil-A Night
Wed, 11/3- Thur, 11/4	Gugliani's Nights
Thurs, 11/4- Fri, 11/5	Book Fair Preview
Mon, 11/8- Fri, 11/12	Book Fair
Mon, 11/8- Fri, 11/12	Magnet Awareness Week
Thur, 11/11	Book Fair Dinner (tickets must be pre-purchased)
Tues, 11/16 (7:00 in media center)	PTO meeting (child care provided)
Wed, 11/24	Chick-Fil-A Night
Wed, 11/24- Fri, 11/26	Thanksgiving Holidays
Wed, 12/1- Thur, 12/2	Gugliani's Nights
Thur, 12/9	Cici's Pizza Night
Tues, 12/14 (7:00 in media center)	PTO meeting
Wed, 12/22	Chick-Fil-A Night

Please contact your PTO Board Members for any questions or Volunteer Opportunities

Kristin Reeves	alvis3@earthlink.net
Danna Garcia	athdanna@gmail.com
Lisa Murray	lisabmurray@gmail.com
Shannon Groenewold	shannon_groenewold@yahoo.com

Herod PTO
Proposed Budget
 June 1, 2010 through June 30, 2011

	2010-2011 Budget
Income	
41000 · Major Fundraising	
41010 · Rainbow's End	
41011 · Rainbow's End Income	14,000.00
41012 · Rainbow's End Expense	(1,000.00)
Total 41010 · Rainbow's End	13,000.00
41020 · Gift Wrap	
41021 · Gift Wrap Income	22,000.00
41022 · Gift Wrap Expense	(11,000.00)
Total 41020 · Gift Wrap	11,000.00
41030 · Book Fair	
41031 · Book Fair Income	8,000.00
41032 · Book Fair Dinner Income	1,300.00
41033 · Book Fair Expense	(7,000.00)
41034 · Book Dad's Event Expense	(200.00)
41034 · Book Fair Dinner Expense	(1,300.00)
Total 41030 · Book Fair	800.00
41040 · Auction	
41041 · Auction Income	20,000.00
41042 · Auction Expense	(5,000.00)
Total 41040 · Auction	15,000.00
41050 - Cookie Dough	
41051 - Cookie Dough Income	14,000.00
41052 - Cookie Dough Expense	(8,500.00)
Total 41050 - Cookie Dough	5,500.00
Total 41000 · Major Fundraising	45,300.00
42000 · Other Fundraising	
42010 · Directory	
42011 · Directory Income	1,500.00
42012 · Directory Expense	(1,700.00)
Total 42010 · Directory	(200.00)
42020 · School Supplies/Store	
42021 · School Supplies/Store Income	24,000.00
42022 · School Supplies/Store Expense	(23,500.00)
Total 42020 · School Store	500.00
42030 · Uniforms	
42031 · Uniforms Income	10,000.00
42032 · Uniforms Expense	(8,000.00)
Total 42030 · Uniforms	2,000.00
42040 · Passive Fundraising	
42041 · Passive Fundraising Income	3,500.00
42042 · Passive Fundraising Expense	(100.00)
Total 42040 · Passive Fundraising	3,400.00
<i>Boys Tops, Pandaels, Krogers</i>	
42050 · Yearbook	
42051 · Yearbook Income	7,000.00
42052 · Yearbook Expense	(7,000.00)
Total 42050 · Yearbook	-

Herod PTO
Proposed Budget
 June 1, 2010 through June 30, 2011

	<u>2010-2011 Budget</u>
42060 · Spring Event	
42061 · Spring Event Income	5,000.00
42062 · Spring Event Expense	(5,000.00)
Total 42060 · Carnival	<u>-</u>
42070 · Field Day	
42071 · Field Day Income	1,000.00
42072 · Field Day Expense	(1,500.00)
Total 42070 · Field Day	<u>(500.00)</u>
42080 · Ice Cream Social	
42082 · Ice Cream Social Income	250.00
42082 · Ice Cream Social Expense	(200.00)
Total 42080 · Ice Cream Social	<u>50.00</u>
42090 Odyssey of the Mind	
42091 - Odyssey of the Mind Income	700.00
42092 - Odyssey of the Mind Expense	(700.00)
Total 42090 Odyssey of the Mind	<u>-</u>
42100 · Birthday Book Club	
42101 · Birthday Book Club Income	1,500.00
42102 · Birthday Book Club Expense	(1,250.00)
Total 42100 · Birthday Book Club	<u>250.00</u>
Total 42000 · Other Fundraising	5,500.00
43000 · Other Income	
43010 · Interest Income	30.00
43020 · After School Enrichment	
43021 · After School Enrichment Income	140,000.00
43022 · After School Enrichment Expense	(130,000.00)
Total 43020 · After School Enrichment	<u>10,000.00</u>
Total 43000 · Other Income	<u>10,030.00</u>
Total Income	<u>60,830.00</u>

Herod PTO
Proposed Budget
 June 1, 2010 through June 30, 2011

2010-2011 Budget

Expense

51000 · Programs

51010 · Teacher Resource Room	10,000.00
51015 · Technology	12,000.00
51030 · Beautification	300.00
51040 · Field Trip Bus	500.00
51050 · Counselor's Discretionary	500.00
51060 · Educational Awards	400.00
51070 · Kindergarten Roundup	400.00
51080 · Hospitality	300.00
51090 · Miscellaneous	750.00
51095 · School Lunches, other	100.00
51100 · Contingency	1,000.00
51110 · Room Parents	4,000.00
51130 · Celebrity Readers	100.00
51140 · Competitions	-
51150 · Decorations	-
51160 · Safety Patrol	400.00
51170 · First Day Packets	300.00
51210 · Special Projects	1,000.00
51220 · VIPS	300.00
51230 · 5th Grade Party	1,500.00
51250 · Sunshine Committee	100.00
51260 · School Garden	500.00
51270 · Clubs	-
51310 · PTO Meeting Childcare	500.00
51330 · Website	500.00

Total 51000 · Programs 35,450.00

52000 · General Expenses

52010 · Bank Charges	600.00
52015 · Credit Card Fees	1,800.00
52020 · Telephone	600.00
52030 · Office Maintenance	100.00

Total 52000 · General Expenses 3,100.00

53000 · Educational Aid

53010 · Science Aid	1,300.00
53015 · PE Aid	300.00
53020 · Art Aid	775.00
53025 · Music PreK - 2nd	250.00
53026 · Music 3rd - 5th	500.00
53030 · Library Aid	2,100.00
53045 · Mind Masters Aid	1,000.00
53050 · Educ Aid - All Others	10,200.00

Total 53000 · Educational Aid 16,425.00

54000 · Grade Programs

54060 · Kindergarten Programs	-
54070 · Choir	-
54000 · Grade Programs - Other	-

Total 54000 · Grade Programs -

55000 · Teacher Appreciation

55020 · Teacher Luncheons, etc	3,500.00
55030 · Holiday Party	500.00

Total 55000 · Teacher Appreciation 4,000.00

Total Expense 58,975.00

Net Income 1,855.00