



Navarre PTO Agenda
General Meeting
November 16, 2023 - 3:30pm – Library

Meeting called to order 3:30 PM by Brigit Mendoza, PTO President

- **President's Welcome-**

- **Principal's Report-**

Mrs. Whitlark gave positive feedback on Family Picnic event.

Mrs. Whitlark mentioned during the financial report that the new interactive boards are slated for the end of July, but may move up. These will be installed on the walls in each classroom opposite the whiteboards, so teachers will still have access to all their storage.

- **Fall Ball Review-** We would love your feedback from the evening! We are still hoping for a percentage back from our food vendors, and a few returns of items we did not use to close out the event financials.

Feedback given- Games were mostly fun, but the duck pond had frozen water. It would be good to have a volunteer schedule posted so student volunteers know exactly where to be and when. Prizes need to be closer to games.

Fall Ball 2023	INCOME	EXPENSES	NET
Ticket Sales Pre-sale 350 @ \$2.00 At the Door 303 @ \$3.00	1,608.00		1,608.00
Booth Rentals	430.00		430.00
Raffle Tickets	263.00		263.00
Pizza & Soda	877.00	545.00	332.00
DJ & Photo Booth		500.00	(500.00)
Expenses		327.00	(327.00)
TOTAL	3,178.00	1,372.00	1,806.00

- **Staff Lounge Update-** Budget of \$1000, replaced microwaves, toaster, toaster oven; added coffee bar cart and microwave carts; added clock, calendar, table décor, and artwork; will also be updating bulletin boards outside of the lounge.

Staff likes the updates, room feels more open and easier to access.

- **Financial Report-** Treasurer's Report is attached

Discussed, no notes.

- **Upcoming Events-**

- Winter Movie Night- December 1, 2023- FREE EVENT! Gates open at 5:30pm, movie to begin at 6:00pm. Students chose The Grinch (2018 animated version), preregistration form has been shared.

Staff is excited and happy to hear this is a totally free event for our school families.

- Peter Piper for Mrs. Whitlark's Birthday- February 1, 2024

There is a Running Club race same day until 4:00 PM. Mrs. Carpenter will try to mention the Peter Piper event at the race to encourage families to attend. It was a good/early turnout last year and a fun event!

- Family Sweetheart Dance- February 9, 2024- Open to all families, not just daddy/ daughter or mother/ son. We will be forming a committee for this event, please reach out if you are interested in helping us plan!

Jenna gave a quick update on the committee, and we are looking forward to this event again this year.

- MOD Pizza Restaurant Fundraiser- February 29, 2024, AZ Ave location

- Squawk Dash- March 8, 2024- Our biggest and only fundraiser at Navarrete!

- **Next Meeting**- January 25, 2024 at 3:30pm in the library

They may be setting up for the anniversary event at this time. There are a lot of district representatives attending, teachers and former staff are invited as well.

Meeting called to close at 3:47 PM by Brigit Mendoza, PTO President.

Navarrete Elementary PTO FY 2023

Treasurer's Report

07/01/2023 - 06/30/2024

As of 11/13/23

Contributions and Grants	Income	Expenses	Year to Date	Net Budget	More/-Less
Restaurant Nights	\$242.55	-	\$242.55	\$2,000.00	-\$1,757.45
Crowdfunding					
Squawk Dash	-	-	-	\$24,000.00	-\$24,000.00
Crowdfunding Totals	-	-	-	\$24,000.00	-\$24,000.00
Corporate Giveback Programs					
Fry's Rewards	\$981.95	-	\$981.95	\$2,000.00	-\$1,018.05
AFW Rewards	-	-	-	\$200.00	-\$200.00
Other Corp Giveback Programs	\$185.80	-	\$185.80	\$400.00	-\$214.20
Corporate Giveback Programs Totals	\$1,167.75	-	\$1,167.75	\$2,600.00	-\$1,432.25
Contributions and Grants Totals	\$1,410.30	-	\$1,410.30	\$28,600.00	-\$27,189.70
Fundraising					
Book Fair	\$3,522.48	\$2,076.71	\$1,445.77	-\$2,800.00	\$4,245.77
Spirit Apparel/Promo Items	\$4,545.06	\$3,355.68	\$1,189.38	\$1,500.00	-\$310.62
Carnivals/Festivals					
Fall Ball	\$2,840.45	\$1,374.42	\$1,466.03	\$2,000.00	-\$533.97
Fall Ball Vendor Booths	\$431.77	-	\$431.77	\$400.00	\$31.77
Carnivals/Festivals Totals	\$3,272.22	-\$1,374.42	\$1,897.80	\$2,400.00	-\$502.20
Social Events					
Tears and Cheers & MTT	\$9.54	\$107.51	-\$97.97	-\$200.00	\$102.03
Bingo Night	\$1,239.98	\$1,443.93	-\$203.95	-	-\$203.95
Donuts with Grownups	-	\$650.14	-\$650.14	-\$750.00	\$99.86
Veteran's Day	-	\$77.56	-\$77.56	-\$100.00	\$22.44
Family Movie Night	-	-	-	-\$750.00	\$750.00
Winter Dance	-	-	-	\$1,200.00	-\$1,200.00
Family Picnic	-	-	-	-\$100.00	\$100.00
Family Top Golf Activity	-	-	-	-	-
Social Events Totals	\$1,249.52	-\$2,279.14	-\$1,029.62	-\$700.00	-\$329.62
Fundraising Totals	\$12,589.28	-\$9,085.95	\$3,503.33	\$400.00	\$3,103.33
Management & General/Operating					
Office Expense					
Front Office Staff Supplies	-	\$286.25	-\$286.25	-\$300.00	\$13.75
PTO Administrative Supplies	-	\$264.28	-\$264.28	-\$500.00	\$235.72
Office Expense Totals	-	-\$550.53	-\$550.53	-\$800.00	\$249.47

Management & General/Operating	Income	Expenses	Year to Date	Net Budget	More/-Less
Merchant Account Fees					
Bank Fees	-	-	-	-\$100.00	\$100.00
Membership Fees	-	\$623.05	-\$623.05	-\$550.00	-\$73.05
Merchant Account Fees Totals	-	-\$623.05	-\$623.05	-\$650.00	\$26.95
Management & General/Operating Totals	-	-\$1,173.58	-\$1,173.58	-\$1,450.00	\$276.42
Other Program Services	Income	Expenses	Year to Date	Net Budget	More/-Less
Admin/PTO Services					
Staff Appreciation	-	\$488.71	-\$488.71	-\$5,000.00	\$4,511.29
Library Birthday Book Club	\$246.87	\$240.20	\$6.67	-\$2,000.00	\$2,006.67
Health Office	-	-	-	-\$200.00	\$200.00
Principal Discretionary Fund	-	\$722.76	-\$722.76	-\$800.00	\$77.24
Principal Reward Fund	-	-	-	-\$1,600.00	\$1,600.00
Science Camp Buses	-	-	-	-\$3,000.00	\$3,000.00
AR Millionaire Club	-	\$264.91	-\$264.91	-\$200.00	-\$64.91
AR Fee	-	-	-	-\$1,500.00	\$1,500.00
Bereavement/Celebratory/Illness	-	-	-	-\$500.00	\$500.00
Volunteer Appreciation	-	-	-	-\$200.00	\$200.00
Band Shirts	\$527.25	\$381.07	\$146.18	-	\$146.18
Misc Exp	\$34.43	\$34.43	-	-\$100.00	\$100.00
Admin/PTO Services Totals	\$808.55	-\$2,132.08	-\$1,323.53	-\$15,100.00	\$13,776.47
Classroom Enhancements					
Kindergarten	-	-	-	-\$400.00	\$400.00
1st Grade	-	-	-	-\$400.00	\$400.00
2nd Grade	\$186.50	\$200.00	-\$13.50	-\$400.00	\$386.50
3rd Grade	-	\$107.30	-\$107.30	-\$600.00	\$492.70
4th Grade	-	\$438.40	-\$438.40	-\$600.00	\$161.60
5th Grade	-	-	-	-\$600.00	\$600.00
6th Grade	-	\$68.07	-\$68.07	-\$600.00	\$531.93
Special Education	-	\$182.67	-\$182.67	-\$400.00	\$217.33
Art Masterpiece	-	-	-	-\$500.00	\$500.00
Speech & Resources	-	\$139.92	-\$139.92	-\$400.00	\$260.08
Math Specialist	-	-	-	-\$100.00	\$100.00
Classroom Enhancements Totals	\$186.50	-\$1,136.36	-\$949.86	-\$5,000.00	\$4,050.14
Specials Enhancements					
Computer Lab	-	-	-	-\$1,000.00	\$1,000.00
Music	-	\$197.27	-\$197.27	-\$1,000.00	\$802.73
PE Equipment	-	-	-	-\$1,000.00	\$1,000.00
Specials Enhancements Totals	-	-\$197.27	-\$197.27	-\$3,000.00	\$2,802.73

Other Program Services	Income	Expenses	Year to Date	Net Budget	More/-Less
School Enhancements					
Technology Enhancements	-	\$7.05	-\$7.05	-\$1,000.00	\$992.95
Courtyard/Playground Enhancements	-	-	-	-\$7,000.00	\$7,000.00
School General Enhancements	\$234.82	\$1,058.32	-\$823.50	-\$3,000.00	\$2,176.50
School Enhancements Totals	\$234.82	-\$1,065.37	-\$830.55	-\$11,000.00	\$10,169.45
Other Program Services Totals	\$1,229.87	-\$4,531.08	-\$3,301.21	-\$34,100.00	\$30,798.79

Other Expenses	Income	Expenses	Year to Date	Net Budget	More/-Less
CSB Pro-Rata Share	-	\$1,086.37	-\$1,086.37	-\$1,250.00	\$163.63
Other Expenses Totals	-	-\$1,086.37	-\$1,086.37	-\$1,250.00	\$163.63

Grand Totals					
	\$15,229.45	-\$15,876.98	-\$647.53	-\$7,800.00	\$7,152.47

Bank Account Balances	07/01/2023	06/30/2024	Last reconciled	Summary for the Period	
MidFirst Checking	\$40,361.24	\$39,713.71	10/31/2023	Starting Total	\$40,361.24
Cash on Hand	-	-	Never	Income	\$15,229.45
Totals	\$40,361.24	\$39,713.71		Expenses	-\$15,876.98
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>				Ending Total	\$39,713.71

Submitted by:

Name: _____ Signature: _____ Date: _____

PTO GENERAL MEETING SIGN-IN SHEET

DATE: 11-16-23

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