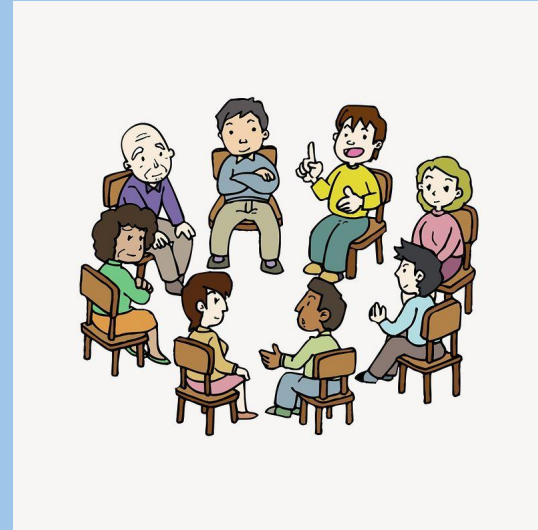




**PITTSBURGH COLFAX K-8
PARENT TEACHER
ORGANIZATION**

**PTO Meeting
Colfax Library
November 8, 2023**



AGENDA

1. Welcome & Introductions
2. PTO Communicator
3. Recent Events - Recap & Feedback
4. Upcoming Events
5. Fundraising & Financial Overview
6. Discussion of Parent Priorities
7. Questions



WELCOME & INTRODUCTIONS

PTO Board:

President - Kelly Anderson

Treasurer - Ross Ingram

Asst Treasurer - Julie Kapsch

Communications - Liz Savage

Teacher Representative - Mrs. King

Principals - Dr. Woods, Mrs. Mason,
Mrs. Murphy

Events - Sarah Grubb & Ghazal Tajdini

Secretary - Karen McNabb

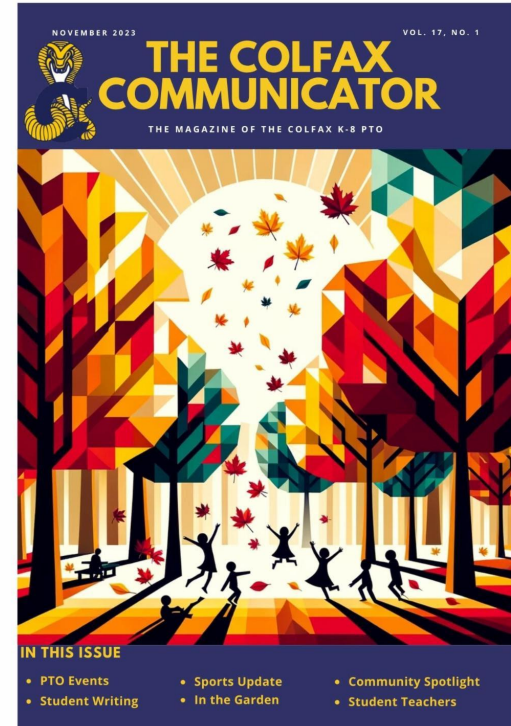
Fundraising - Lisa Zur

Volunteer Coordination - Ashley Ingram



1ST COLFAX COMMUNICATOR MAGAZINE

- Distributed digitally, some print copies available
- Would love to hear article topic suggestions
- Would also welcome parent or student writers
- Next one coming in January!



RECENT PTO EVENTS - MOVIE NIGHT 9/22

- 120 people registered, ~300 attended!
- 8 Volunteers helped
- Total cost of event \$391
- Total concession sales \$589
- Net funds raised \$198

Next Movie Night Friday 1/19



RECENT PTO EVENTS - FALL FEST

- 400 people registered,
~83 of those in last 24
hours
- 33 volunteers helped
- Total cost of event
\$1,755
- Total food sales \$1,568
- Net cost of event \$187



UPCOMING COMMUNITY EVENTS AND PTO ACTIVITIES

Sunday 11/19 - Colfax Family Fun Run *

Sunday 12/3 - Playground Meetup @ Blue Slide Park

Friday 12/15 - Potluck for Teachers' Holiday Luncheon *

Ongoing throughout December -

- Ask Drive
- HR Rep Coordinated Collection for Homeroom Teacher Holiday Gifts
- PTO Coordinated Collection for Holiday Gift for Non-Homeroom Teachers, Specials Teachers, Administration, Custodial & Cafeteria Staff, Etc

Wednesday 1/10/24 - Next PTO Meeting

Friday 1/19/24 - Movie Night *

* Volunteer Assistance Needed!

CURRENT VOLUNTEER NEEDS

- Tour Guide for prospective families
- Planning Committee for Spring Adult Fundraiser



SPIRITWEAR - THANK YOU FOR YOUR ENTHUSIASM!

- Spiritwear sale closed 10/18 and orders should be available for pickup mid-November
- 225 items sold, \$2400+ profit
- 174 items to distribute through PBIS & Social Workers, to ensure all kids who want a shirt have the ability to get one

FINANCIALS (1/3) - REVENUE GENERATING ACTIVITY

Category	Item	Actual Revenues	Actual Expenses	Actual Net Profit (Loss)	TRANSACTIONS (since 9/10/2023)
Contributions	Corporate Giving	\$ 9,500.00	\$ -	\$ 9,500.00	
Fundraising	Spiritwear Fundraiser	\$ 5,910.00	\$ (3,504.12)	\$ 2,405.88	\$5910 sales; (\$203.35) square fee; (\$3300.77) redistribution of revenue covering inventory cost
Fundraising	Fall Fest Event	\$ 1,568.00	\$ (1,755.41)	\$ (187.41)	\$1568 concession sales; (\$1752.52) concession purchases; (\$2.89) square fees
Fundraising	Movie Night Event	\$ 589.00	\$ (390.59)	\$ 198.41	\$334 concession sales; (\$377.23) concession purchases; CORRECTION: \$255 pizza sales (previously reported as \$45); (\$13.36) square transaction fee (previously reported as (\$2.22))
Fundraising	Ice Skating Event	\$ -	\$ (800.00)	\$ (800.00)	(\$800) rink rental
Contributions	Direct Donation	\$ 9,560.00	\$ (42.35)	\$ 9,517.65	\$60 general donation; (\$2.06) square fee
Fundraising	Family Fun Run	\$ 400.00	\$ (15.20)	\$ 384.80	\$400 registration; (\$15.20) square fees
	FY24 Approved Expenses:	Total	Total	Total Net	
		\$ 27,527.00	\$ (6,507.67)	\$ 21,019.33	

FINANCIALS (2/3)

Category	Item	Actual	Actual	Actual Net	TRANSACTIONS (since 9/10/2023)
Enrichment and Facilities	Classroom Supplies Teacher Grants	\$ -	\$ (4,900.00)	\$ (4,900.00)	(\$1800) 18 x \$100 gift cards
Community Events	Back-to-School Spiritwear Purchases	\$ -	\$ (1,733.03)	\$ (1,733.03)	(\$1733.03) inventory for cobra store
Community Events	Community and Student Welfare	\$ 269.00	\$ (2,979.56)	\$ (2,710.56)	(\$77.97) materials for fall fest and night market; (\$49.38) playground equipment; (\$371.18) classroom supplies; (\$65.56) snacks playground play date; (\$1093.88) teacher luncheon parent-teacher conferences. CORRECTION: (\$311.58) crayons for second grade (previously reported as (\$314.52))
Community Events	Babysitting	\$ -	\$ (40.00)	\$ (40.00)	(\$40) pssc and pto meeting
Other Expenses	PTO Board Discretion	\$ -	\$ (1,355.78)	\$ (1,355.78)	(\$444.28) drawstring bags for turkey trot
Communications	Google Workplace	\$ -	\$ (30.80)	\$ (30.80)	(\$15.40) 2 x monthly subscription fee
Operations	Tax Preparation Services	\$ -	\$ (100.85)	\$ (100.85)	(\$100.85) electronic tax filing fee
Operations	Insurance	\$ -	\$ (385.00)	\$ (385.00)	
Accounting	Citizens Bank Interest	\$ 2.67	\$ -	\$ 2.67	\$1.39 monthly interest
Unfinished Business	Unfinished Business	\$ 40.00	\$ (5,697.73)	\$ (5,657.73)	(\$203.14) flowers colfax garden fy22-23; (\$1557.94) colfax musical expenses fy22-23
	FY24 Approved Expenses:	Total	Total	Total Net	
		\$ 311.67	\$ (17,222.75)	\$ (16,911.08)	

FINANCIALS (3/3)

Account	Ledger Balance	Account Balance
Petty Cash	\$ 1,521.00	\$ 1,521.00
Citizen/2279	\$ 72,689.15	\$ 70,483.79
Citizen/4313	\$ 16,104.71	\$ 16,104.71
Paypal	\$ 11,900.47	\$ 11,900.47
Venmo	\$ -	\$ -
Square	\$ 384.80	\$ 384.80
Cash Box 1	\$ 134.00	\$ 134.00
Cash Box 2	\$ 150.00	\$ 150.00
Totals:	\$ 102,884.13	\$ 100,678.77
Available	6/30/23	\$ 96,570.52

DISCUSSION - WHAT DO YOU THINK IS IMPORTANT?

Reaching our
Whole
Community

Supporting our
Teachers

Increasing
Communication

Opportunities for
Families to Connect

Building
School Spirit

Field Trips
Arts

Educational Programming

Getting Parents
Involved in the School

NEXT STEPS

- Next PTO Meeting: Wednesday 1/10/24 in Colfax Library
- Keep an eye out for communications on
 - 11/19 Fun Run - early registration ends Friday
 - 12/8 Ice Skating - limited space
 - Ask Drive
 - Holiday gift collection for Homeroom Teachers and Staff
 - Potluck lunch for teachers
 - Spring Adult Fundraiser



THANK YOU FOR COMING!

What questions/comments do you have?

Contact us!

Kelly Anderson president@colfaxpto.org

Liz Savage communications@colfaxpto.org

Ashley Ingram volunteers@colfaxpto.org

Ross Ingram treasurer@colfaxpto.org

Sarah Grubb events@colfaxpto.org

