



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

**PTO Meeting
Colfax Library
January 10, 2024**



AGENDA

1. Welcome & Introductions
2. Special Guest - Farmer Ian from Grow Pittsburgh
3. Spring Musical - Mrs Edwards
4. Recent Events - Recap & Feedback
5. Upcoming Events
6. Fundraising & Financial Overview
7. Volunteer needs
8. Formation of Service/Outreach Committee
9. 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



SPECIAL GUEST -
FARMER IAN



SPRING MUSICAL -
MRS EDWARDS

RECENT PTO EVENTS - FUN RUN 11/19

- 206 registrants
- 16 Volunteers signed up to help - plus 6 extras on day of
 - Total cost of event \$800
 - Total registrations \$2,230
 - Net funds raised \$1,430
- Lots of lessons learned 1st time around - will be looking for a chair to take on organizing this next year

Plus ~\$300 for the Middle School Field Trip at the bake sale table



RECENT PTO EVENTS - ICE SKATING 12/8



200+ skaters

~\$300 raised for
middle school trip

RECENT PTO EVENTS - TEACHER POTLUCK & GIFT COLLECTIONS

Teacher Potluck

- 50 people helped, either through food, money, or time

Staff/Specials Gift Collections

- 49 staff on the list:
Principals, Specials teachers, Special Ed & Speech, Paraprofessionals, Guidance Counselors & Social Workers, Custodians, Cafeteria, Subs, etc
- \$60 target gift card for each



UPCOMING COMMUNITY EVENTS AND PTO ACTIVITIES

Friday 1/19 - Movie Night - Spies in Disguise & Barbie *

March TBD - Art Show *

March, April, May, June TBD - Playground Meetups resume

Wednesday 3/13/24 - Next PTO Meeting

Saturday 4/20/24 - Spring Fundraiser *

* Volunteer Assistance Needed!

Complimentary popcorn available while supplies last

COLFAX PTO PRESENTS
FREE FAMILY MOVIE NIGHT
FRIDAY JANUARY 19
Colfax Gym and Cafeteria. Enter through glass doors
Doors open at 6pm Movies start -6:15pm

Pre-registration is appreciated!

WILL SMITH, TOM HOLLAND, REBECCA ZUKER, JAMES MARSHALL, KATRINA BOWEN
SUPER SPY
SUPER FLY.
SPIES IN DISGUISE
2019
PG

Margot Robbie
Ivy
Gosling
It's everything
He's just her...
PG13

This is not a drop off event. All students MUST have a responsible adult with them. Students causing disruptions will be asked to leave.

Pre-order a whole plain pizza for pickup at the movie (\$15) <https://colfaxpto.square.site/> Must pre-order before Thurs 1/18 at 5pm. Other concessions available for CASH purchase.

Please bring pillows or blankets for the floor. Chairs should be kept to the back and the sides of the room so that everyone can see.

SPRING FUNDRAISER - SATURDAY APRIL 20, 2024

Special thanks to
Jen Bigham, Shanice
Brooks, and Julie
Kapsch for leading
the planning!



CURRENT VOLUNTEER NEEDS

- Recess Supervisors
- Tour Guide
- PTO Website
- Next Year's PTO Board
 - VP Fundraising
 - Assistant Treasurer
 - Assistance with Events
 - Editor of Communicator



ASK DRIVE - THANK YOU FOR YOUR SUPPORT!

- 94 families donated - vs 73 last year
- Total raised = \$18,995 with corporate matches still trickling in



THANK
YOU

FINANCIALS (1/3) - REVENUE GENERATING ACTIVITY

Item	Actual Revenues	Actual Expenses	Actual Net	TRANSACTIONS (since 11/5/2023 at 7:37pm)
Direct Donation	\$ 27,955.00	\$ (409.30)	\$ 27,545.70	\$18,395 ASK DRIVE donations; (\$366.95) ask drive paypal fees; \$375 general
Corporate Giving	\$ 10,350.00	\$ -	\$ 10,350.00	\$850 donations
Spiritwear Fundraiser	\$ 5,910.00	\$ (3,504.12)	\$ 2,405.88	
Family Fun Run	\$ 2,489.28	\$ (1,043.70)	\$ 1,445.58	(\$106.09) snacks; (\$61.45) square fees; (\$24.08) advertising; (\$98.40) stickers; (\$294.20) concession purchases; \$1645 registration; \$444.28 reimbursement for drawstring bags. RECATORIZATION: (\$444.28) drawstring bags (previously categorized under 'pto board discretion')
Movie Night Event	\$ 589.00	\$ (390.59)	\$ 198.41	
Fall Fest Event	\$ 1,568.00	\$ (1,755.41)	\$ (187.41)	
Ice Skating Event	\$ -	\$ (849.48)	\$ (849.48)	(\$49.48) snacks
Party-4-Play Fundraiser	\$ -	\$ -	\$ -	
Carnival Event	\$ -	\$ -	\$ -	
Games of Chance	\$ -	\$ -	\$ -	
PTO Board Inventory	\$ -	\$ -	\$ -	
Overnight Trip Fundraisers (non-	\$ -	\$ -	\$ -	
FY24 Approved Expenses: \$29,450	Total Revenue	Total Expenses	Total Net	
	\$ 48,861.28	\$ (7,952.60)	\$ 40,908.68	

FINANCIALS (2/3)

Item	Actual Revenues	Actual Expenses	Actual Net	TRANSACTIONS (since 11/5/2023 at 7:37pm)
Unfinished Business	\$ 40.00	\$ (5,697.73)	\$ (5,657.73)	
Classroom Supplies Teacher Grants	\$ -	\$ (5,100.00)	\$ (5,100.00)	(\$200) 2 x \$100 gift card
Frick Environmental Center	\$ -	\$ (3,200.00)	\$ (3,200.00)	(\$3200) program fees
Colfax Garden	\$ -	\$ (3,000.00)	\$ (3,000.00)	(\$3000) program fee
Teacher-Staff Luncheon	\$ -	\$ (1,868.88)	\$ (1,868.88)	RECATORIZATION: (\$775) back to school breakfast and (\$1093.88) parent-teacher conferences (previously categorized under 'pto board discretion')
Back-to-School Spiritwear	\$ -	\$ (1,733.03)	\$ (1,733.03)	
Community and Student Welfare	\$ -	\$ (1,488.57)	\$ (1,488.57)	(\$160.94) supplies cooking club; (\$117.99) supplies design club; (\$15.99) snacks for playground playdate; RECATORIZATION: \$0 pizza purchases back to school (previously reported (\$480)); \$0 inventory back to school night (previously reported (\$118.14)); \$0 supplies back to school night (previously reported (\$93.89)); \$0 teacher luncheon parent-teacher conferences (previously reported (\$1093.88)); \$0 concession sales back to school night (previously reported \$269)
Back-to-School Night	\$ 269.00	\$ (692.03)	\$ (423.03)	RECATORIZATION: (\$480) pizza purchase (previously categorized as 'community and student welfare'); (\$118.14) concessions, (\$93.89) supplies, \$269 concession sales; (previously categorized as 'community and student welfare')
Insurance	\$ -	\$ (385.00)	\$ (385.00)	
PTO Board Discretion	\$ -	\$ (156.57)	\$ (156.57)	(\$20.07) posters advertising december fundraisers; RECATORIZATION: \$0 staff back to school breakfast (previously reported (\$775)); \$0 drawstring bags for turkey trot (previously reported (\$444.28))
Tax Preparation Services	\$ -	\$ (100.85)	\$ (100.85)	
Babysitting	\$ -	\$ (80.00)	\$ (80.00)	(\$40) pssc and pto meeting
Google Workplace	\$ -	\$ (46.20)	\$ (46.20)	(\$15.40) monthly subscription fee
PTO Meetings	\$ -	\$ (40.75)	\$ (40.75)	(\$40.75) advertising
Citizens Bank Interest	\$ 4.02	\$ -	\$ 4.02	\$1.35 monthly interest
FY24 Approved Expenses: \$62,440	Total Revenue	Total Expenses	Total Net	
	\$ 313.02	\$ (23,589.61)	\$ (23,276.59)	

FINANCIALS (3/3)

Account	Ledger Balance	Account Balance
Petty Cash	\$ -	\$ -
Citizen/2279	\$ 69,684.43	\$ 68,261.01
Citizen/4313	\$ 16,106.06	\$ 16,106.06
Paypal	\$ 28,153.12	\$ 28,153.12
Venmo	\$ -	\$ -
Square	\$ (0.00)	\$ (0.00)
Cash Box 1	\$ 134.00	\$ 134.00
Cash Box 2	\$ 125.00	\$ 125.00
Totals:	\$ 114,202.61	\$ 112,779.19
		Available
6/30/2023	x	\$ 96,570.52

BUDGET PROCESS FOR NEXT YEAR

- Now: Start thinking about adds/changes in priorities
- March - initial budget drafted
- April - PTO board discussion
- May 1, 2024 - PTO board vote on approval at Board meeting
- May 8, 2024 - Community vote on approval at PTO Meeting

NEW COMMITTEE FOR 2024-25 SCHOOL YEAR - SERVICE/OUTREACH

- Colfax serves students from a wide range of family and economic circumstances
- Opportunity to leverage the generosity of our families to help our School Administration provide support to families in need
- Greenfield PTO does a great job of this
- 1st step - Form a small team to work out what this could look like, budget impact, etc

NEXT STEPS

- Next PTO Meeting: Wednesday 3/13/24 in Colfax Library
- Keep an eye out for communications on
 - January Communicator - and deadlines for March Contributions!
 - Art Show
 - Playground Meetups
 - Spring Spiritwear sale - March
 - Spring Adult Fundraiser
 - PTO Board open roles for next year



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

