

MEETING AGENDA



Updates for the Members of the Richland Elementary School PTO Board

Mission Statement:

Richland PTO is an inclusive community of families committed to elevating the Richland school experience for all stakeholders.



OVERVIEW:

2022-2023 Treasurer Updates

By Lindsey Waugh

- Budget will be presented and approved at the first General Meeting. Please review the budget (via QR code) and let me know if you have any questions or concerns.
- \$26,000 was allocated for intervention tutors last year and was not used because SEAs filled the intervention needs. Intervention money will be allocated per our bylaws and carried forward if unused.
- Reduced spending during the pandemic led to a surplus in the account that is planned to be reduced this year by taking on a large grounds improvement project if AGC meets its fundraising goal. Budgeted expenses are higher than income for this year!
- Treasurer-elect opportunity!
- Are you interested in serving as treasurer next year? We would love to allow someone an opportunity to shadow and learn as treasurer elect to make the transition go smoothly. Please let me know if you are interested!

Reminders:

- Please submit expenses and receipts electronically using the online reimbursement form
- If you forget to use the tax free form, please subtract tax on the reimbursement form. PTO does not reimburse for tax!!
- Let me (Lindsey Waugh) know if you have any questions! Feel free to email (treasurer@richlandpto.org) or text 901-351-5575

- Introductions
- Call to Order (Danielle)
- Approve Minutes from the last meeting (Danielle)
- Budget Update (Lindsey)
- Calendar (Danielle)
- Annual Giving Campaign (Edie & Laura)
- Spirit Shop 2022-2023 (Ashley)
- Upcoming Event Needs (Danielle)
- Principal Updates
- Adjournment (Danielle)

2022-2023 Calendar Highlights

- September 20- Return of Watch Dogs
- October 7- Annual Giving Campaign Party
- October 21- Return of Trunk or Treat
- January 26- Return of Spaghetti Night with the Arts
- Teacher/Staff Appreciation
 - World Teacher Day
 - Family-Sponsored Boxed Dinners for Parent-Teacher Conferences
 - Grade Level Sponsored Snack Bars

See volunteer handout



Upcoming Event Needs

- Gear Up For School Day
 - In need of volunteers
- Back to School Teacher Luncheon
 - In need of salads, drinks, and desserts
- Grounds Beautification
 - We hope to see you there- July 30 at 9am
- Children in Need
 - Gently used uniform drive happening now
 - School supply drive during Gear Up Day



Annual Giving Campaign T-Shirt & Theme

Chairs: Laura Spegal & Edie Efron

- T-Shirt Reveal
- Incentives
- Campaign will go from now- September 16
- AGC Party will be October 7

See links handout for link to AGC