

ARBOR INTERMEDIATE SCHOOL PTO AGENDA

Date Scheduled: Monday, October 14, 2019 – 6:30 PM
Location: 1717 Lester Place, Piscataway, NJ
Meeting Minutes and Attendance Recorder: Recording Secretary
PTO Contact Information: Arborintermediatepto18@yahoo.com
 Or call 732-752-8652 ext. 8
Next Meeting: Monday, December 2, 2019

PTO BOARD ATTENDEES

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| 1. Co-President, Carla Franchi | 2. Co-President, Sharon Lovas |
| 3. Co-Treasurer, Courtney Gaitan | 4. Co-Treasurer, Erica Trojanowski |
| 5. Corresponding Secretary, Tricia Weber | 6. Recording Secretary, Jeanne Infante |

MEETING TOPICS

OWNER

NOTES

Call to Order and Roll Call

Welcome guests and
New members

Co-
President

Treasurer's Report & Budget

Co-
Treasurer

Review past/current fundraiser/ Events

Co-
President

- | | |
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| <ul style="list-style-type: none"> • Meet the Principal • Welcome Back Breakfast • Dine to Donate • Kastle Kreations • Fall Ball • Decals • Snifty Pencils • PTO Membership (#10) • Schoolstore.com | <p>August 28, Meet the Principal we spent \$150 for the DJ</p> <p>September 6, Welcome Back Staff Breakfast We spent \$500</p> <p>October 1, Dine to Donate, Chipotle We raised \$178.23/30% of sales</p> <p>Sept. 16-Oct. 11, Kastle Kreations Catalog Sale our sales were \$8034/\$3213.60 40% profit</p> <p>Fall Ball, October 11, we spent \$61.01 on start up supplies and \$200 for the DJ, giving us a profit Of \$615.39</p> <p>We have raised \$75 in Decal Sales</p> <p>We have raised \$127 in Snifty Pencil Sales</p> <p>At present we have 66 staff/families who have become PTO Members raising \$660</p> <p>Year long fundraiser</p> |
| <p>Review upcoming events:</p> <ul style="list-style-type: none"> • Scholastic Book Fair • Dine to Donate • Family Fun Night | <p>October 21-25. Flyer sent out asking for volunteers Sending Emails to all Families who Showed an interest in working the Fair</p> <p>November 6, Texas Roadhouse</p> <p>November 13, 6:30-8:00 Bingo</p> |

All Other Business

- | | |
|--|------------------------|
| <ul style="list-style-type: none"> • Vote on Recording Secretary Position | <p>All
Members</p> |
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ARBOR INTERMEDIATE SCHOOL PTO AGENDA

- Discuss Possible Fundraiser from Kickboxing Class

Julie Reyes would like to set up a Kickboxing class at Warrior Fitness in Dunellen. The cost would be \$20 which would include the mandatory glove rental and wraps for a 45 minute class. We could receive a 90% profit for the class.

- Discuss possible Spring Spirit Wear

Possibly adding short sleeve shirts and zip up sweatshirts *Tank Top Wind Breaker Baseball Caps*

- Discuss possible Spring Dance

We had a good turnout and would like to do it again in the spring

Adjournment

CO-
President

Time

Have everyone use the PTO Sign-In Sheet to print and write their names

Arbor PTO Treasurer Report						
2019 - 2020						
Date	Check #	Description	Withdrawl	Deposit	Balance	Comments
8/28/2019		Starting Balance			\$9,742.60	
8/28/2019	1032	Knux Entertainment	-\$1,000.00		\$8,742.60	
8/28/2019	1033	Coole School - Planners	-\$960.60		\$7,782.00	
9/5/2019	1034	Kastle Fundriser - Pencils	-\$550.00		\$7,232.00	
9/6/2019	1035	Bagel Bazaar - Teacher Breakfast	-\$500.00		\$6,732.00	
9/26/2019	1036	AKA Incorporated - Magnets	-\$222.50		\$6,509.50	
9/26/2019	1037	Sharon Lovas - Staples Printer Ink	-\$42.64		\$6,466.86	
9/26/2019		Petty Cash - Back to School Night	-\$150.00		\$6,316.86	
9/27/2019		Membership Dues		\$540.00	\$6,856.86	
9/27/2019		Petty Cash Deposit		\$150.00	\$7,006.86	
9/27/2019		Carnival		\$750.00	\$7,756.86	
9/27/2019		PRIDE Check		\$933.95	\$8,690.81	
10/10/2019		Petty Cash - Fall Ball	-\$200.00		\$8,490.81	
10/10/2019		Carnival	-\$750.00		\$7,740.81	Teachers not a PTO managed function - Returned to Mr. B 10/11/19
10/10/2019		PRIDE Check	-\$933.95		\$6,806.86	Teachers not a PTO managed function - Returned to Mr. B 10/11/20
10/11/2019	1038	Caria Franchi - Fall Ball Snacks	-\$61.01		\$6,745.85	
10/11/2019	1039	Bill Olge - DJ Fall Ball Dance	-\$200.00		\$6,545.85	
10/11/2019	1040	Old Fashion Candy Company	-\$104.14		\$6,441.71	