



Mission Statement: Sandwich Elementary PTA strives to make every child's potential a reality by engaging and empowering families and communities for all children.

Meeting Date: Tuesday, February 10, 2024

Welcome | Introductions

Approve October Meeting Minutes

Principal/Vice Principal Report

- **Forestdale**

- **Oak Ridge**

Grant Requests - Kendall O'Brien

Grade Level Grant Amounts Remaining: \$3,100

- 5 Grade (Yvonne Hunt & Kate Pitzdn) are requesting \$1807.80 for the cost of buses to Cape Cod Natural History Museum
- Kim Earle (FD Special Education) is requesting \$1000 for a weatherproof storage bench and items for bench

Communications - Shana Tyner | Michelle Ducie

Fundraising - Antonia Solitro | Jackie O'Connor

- Basket Raffle updates
- Teacher appreciation week

Events - Valerie McIntyre | Meaghan Mallon | Angela Klida

- Oak Ridge Bookfair is 3/20 & 3/21 with family shopping night 3/21.
- Set up will be 3/19 during the day.

Cultural Events - Cyndi Rotondi

Membership - Mary Beth Burwood

Treasurer's Report - Cara Foley

Sandwich Elementary PTA FY 2024

Treasurer's Report

07/01/2024 - 06/30/2025

1 Fundraising	Income	Expenses	Year to Date	Net Budget	More/-Less
Direct Donation	\$26.93	-	\$26.93	-	\$26.93
Sandwich UKnighted Merchandise	\$205.00	-	\$205.00	-	\$205.00
Mabel's Labels	\$54.88	-	\$54.88	-	\$54.88
Fun Run 2024	\$76,352.94	\$13,314.72	\$63,038.22	\$75,000.00	-\$11,961.78
Basket Raffle	-	-	-	-	-
Box Tops	-	-	-	-	-
Lego Club	-	-	-	-	-
Restaurant Partnerships	-	-	-	-	-
Garden Club	\$750.00	\$65.07	\$684.93	-	\$684.93
Minted	-	-	-	-	-
Celebration Board	\$475.00	-	\$475.00	-	\$475.00
1 Fundraising Totals	\$77,864.75	-\$13,379.79	\$64,484.96	\$75,000.00	-\$10,515.04
2 Other Income	Income	Expenses	Year to Date	Net Budget	More/-Less
Bay State Textiles	\$930.30	-	\$930.30	-	\$930.30
Amazon Smile	-	-	-	-	-
Membership Dues - SEPTA	\$2,969.72	\$879.50	\$2,090.22	\$3,000.00	-\$909.78
Interest Income	\$20.90	-	\$20.90	-	\$20.90
2 Other Income Totals	\$3,920.92	-\$879.50	\$3,041.42	\$3,000.00	\$41.42
3 Events	Income	Expenses	Year to Date	Net Budget	More/-Less
Cultural Events					
Vento Chiaro - Grade 3/4	-	\$1,000.00	-\$1,000.00	-\$1,000.00	-
Redhawk Dancers	-	\$2,000.00	-\$2,000.00	-\$2,000.00	-
General Fund	-	\$840.85	-\$840.85	-\$7,000.00	\$6,159.15
Cultural Events Totals	-	-\$3,840.85	-\$3,840.85	-\$10,000.00	\$6,159.15
School Events					
Sugar Plum Fairy 24/25	\$7,249.99	\$6,983.86	\$266.13	-\$6,209.34	\$6,475.47
Sugar Plum Fairy 25/26	-	\$1,169.83	-\$1,169.83	-	-\$1,169.83
Uncategorized PEX Expenses	\$20.01	\$805.73	-\$785.72	-	-\$785.72
General Event Fund	-	\$1,400.00	-\$1,400.00	-\$20,000.00	\$18,600.00
Back to School Events (General Event Fund)	\$84.99	\$2,575.45	-\$2,490.46	-	-\$2,490.46
6th Grade Step Up	-	\$69.95	-\$69.95	-	-\$69.95
School Events Totals	\$7,354.99	-\$13,004.82	-\$5,649.83	-\$26,209.34	\$20,559.51
Book Fairs					
Book Fair - FD	\$5,793.40	\$5,379.95	\$413.45	-	\$413.45
Book Fair - OR	\$8,244.00	\$8,623.33	-\$379.33	-	-\$379.33
Book Fairs Totals	\$14,037.40	-\$14,003.28	\$34.12	-	\$34.12

3 Events	Income	Expenses	Year to Date	Net Budget	More/-Less
3 Events Totals	\$21,392.39	-\$30,848.95	-\$9,456.56	-\$36,209.34	\$26,752.78
4 Fund Requests	Income	Expenses	Year to Date	Net Budget	More/-Less
Grade Level Grants (Forestdale)	-	\$2,600.00	-\$2,600.00	-\$7,500.00	\$4,900.00
Grade Level Subsidies (Forestdale)	-	\$375.00	-\$375.00	-\$3,000.00	\$2,625.00
Grade Level Grants (Oak Ridge)	-	\$7,000.00	-\$7,000.00	-\$8,000.00	\$1,000.00
Grade Level Subsidies (Oak Ridge)	-	\$2,075.00	-\$2,075.00	-\$4,000.00	\$1,925.00
Specials Grants (Forestdale)	-	\$624.75	-\$624.75	-\$3,500.00	\$2,875.25
Specials Grants (Oak Ridge)	-	\$856.50	-\$856.50	-\$3,500.00	\$2,643.50
Special Education	-	\$833.00	-\$833.00	-\$1,000.00	\$167.00
Misc Grants	-	\$604.97	-\$604.97	-\$1,000.00	\$395.03
SEL (Oak Ridge)	-	-	-	-\$500.00	\$500.00
4 Fund Requests Totals	-	-\$14,969.22	-\$14,969.22	-\$32,000.00	\$17,030.78
5 School Expenses	Income	Expenses	Year to Date	Net Budget	More/-Less
Field Day - OR	-	-	-	-	-
Field Day - FD	-	\$250.00	-\$250.00	-\$3,000.00	\$2,750.00
Mary Cox Fund	-	\$1,000.00	-\$1,000.00	-\$1,900.00	\$900.00
Teacher Appreciation	-	\$2,264.00	-\$2,264.00	-	-\$2,264.00
Oak Ridge Water Stations (Carryover)	-	-	-	-\$5,000.00	\$5,000.00
Teacher Lounge Update Project	-	-	-	-	-
Stock the Teacher's Lounge (\$500/mo)	-	-	-	-	-
Terrapin Turtle Book Publishing	-	-	-	-\$1,000.00	\$1,000.00
School Supplies	-	\$2,211.18	-\$2,211.18	-	-\$2,211.18
School Allocation from 23-24 Fun Run (FD)	-	\$725.00	-\$725.00	-\$10,000.00	\$9,275.00
School Allocation from 23-24 Fun Run (OR)	-	-	-	-\$10,000.00	\$10,000.00
5 School Expenses Totals	-	-\$6,450.18	-\$6,450.18	-\$30,900.00	\$24,449.82
6 PTA Operating Expenses	Income	Expenses	Year to Date	Net Budget	More/-Less
Membership Expenses	-	\$165.54	-\$165.54	-\$900.00	\$734.46
Communications Expenses	-	\$2,271.26	-\$2,271.26	-\$1,500.00	-\$771.26
Treasury Expenses	-	\$1,532.84	-\$1,532.84	-\$750.00	-\$782.84
Bank Account Transfers (CBCC -> PEX)	\$15,000.00	\$15,000.00	-	-	-
Rebates	-	-	-	-	-
Fees					
PayPal Fees	-	\$53.45	-\$53.45	-	-\$53.45
Square Fees	-	\$2.96	-\$2.96	-	-\$2.96
Venmo Fees	-	\$79.80	-\$79.80	-	-\$79.80
Bank Service Charges & Interest Expense	-	\$406.00	-\$406.00	-	-\$406.00
Uncategorized Bank Charges	-	\$137.99	-\$137.99	-	-\$137.99
Fees Totals	-	-\$680.20	-\$680.20	-	-\$680.20
6 PTA Operating Expenses Totals	\$15,000.00	-\$19,649.84	-\$4,649.84	-\$3,150.00	-\$1,499.84
Grand Totals					
	\$118,178.06	-\$86,177.48	\$32,000.58	-\$24,259.34	\$56,259.92

Bank Account Balances	07/01/2024	06/30/2025	Last reconciled	Summary for the Period	
Checking - SEPTA	\$115,601.26	\$138,339.29	01/31/2025	Starting Total	\$190,485.54
PayPal	\$9,582.36	\$12,066.45	01/31/2025	Income	\$118,178.06
Checking Forestdale PTSA	\$8,004.71	\$7,969.71	01/31/2025	Expenses	-\$86,177.48
Savings - SEPTA	\$47,702.72	\$47,688.62	01/31/2025	Ending Total	\$222,486.12
SEPTA Venmo	\$6,266.74	\$10,137.24	01/31/2025		
PEX - Prepaid Expense Cards	\$3,327.75	\$6,284.81	01/31/2025		
Totals	\$190,485.54	\$222,486.12			
<i>Review Reconciled Bank Statement Reports along with this Treasurer's Report to ensure its accuracy.</i>					

Submitted by:

Name: _____ Signature: _____ Date: _____

Questions | Comments

Adjourned:

Your 2024/2025 Sandwich Elementary PTA Board

Co-Presidents: Lizz Bonino | Melody Way

Treasurer: Cara Foley

Fundraising: Antonia Solitro | Jackie O'Connor

Events: Valerie McIntyre | Meaghan Mallon | Angela Kilda

Secretary: Lauren Comley

Grants: Kendall O'Brien

Communications: Shana Tyner | Michelle Ducie

Accounts Payable: Kate Bizorik

Cultural Events: Cyndi Rotondi

Membership: Mary Beth Burwood