

PTO MEETING

January 2025



SHEPHERD
ELEMENTARY SCHOOL

AGENDA

- Appreciations
- 180 Fund
- December TAP Winner
- Principal Update
- IB Parent Corner with Ms. Alvarez
- Stay Connected
- Budget Update
- What's Next in 2025
- 2025 Gala Committee - We Need You!

ADMINISTRATIVE UPDATE

PRINCIPAL RUSSELL

- Staffing Update
- Budget Process Highlights
- Early Readers



IB PARENT CORNER

MS. ALVAREZ



THANK YOU- WE APPRECIATE YOU

- Mustang Week - up to 69 donating families
- Nando's Fundraiser - raised ~\$1,000
- Summer Camp Auction - \$1,532
- IB Canned Food Drive - so many donations!



180 FUND GREAT TIME TO GIVE

Your contributions to the 180 Fund will directly benefit various initiatives, including:

- **Art and Music Programs**
- **International Baccalaureate (IB) Program**
- **Field Trips**
- **School Supplies**

Every donation helps enrich our students' educational experience and ensures that they have access to the resources they need. Let's come together as a community to make a difference! Any contribution is always much appreciated. And as a reminder, your contribution is 100% tax deductible. Don't forget about corporate matching!



**69 FAMILIES SO
FAR!!!**

**TEACHER
APPRECIATION
PROGRAM**

**Congratulations
Ms. Promithious Denmark-Lawal
8 Nominations**

Mrs. Denmark-Lawal inspires her students to do their best work. Her love for teaching shines through in how she interacts with both students and parents. She is a role model for other educators. I am fortunate to have the opportunity to have my child in the care of Mrs. Denmark-Lawal.

- Melanie Johnson



Don't Forget to Nominate a Teacher for February by the 31st
TAP a teacher today by submitting a nomination [here](#).

STAY CONNECTED

1

Register for an "A to Z" account to receive the weekly bulletin & other important email announcements.



2

Join the Shepherd Elementary PTO groups.io



3

Follow us on Facebook & Instagram



4

Add the Shepherd Elementary PTO Google Calendar and clicking "+Google Calendar"



BUDGET DETAIL

Budget Detail - End of December Financials Summary

REVENUES	Planned Budget	YTD (as of 31DEC)
180 Fund	18,000.00	15,800.78
Gear Sales	15,000.00	3,875.96
Shopping for Shepherd Program	100.00	0.01
Yearbooks	3,400.00	0.00
Misc Rev (Benevity)	0.00	1,024.40
Fall Fest	15,000.00	15,450.85
Restaurant Nights	500.00	0.00
Fall Photo Fundraiser	5,000.00	3,196.70
Holiday Bazaar and Sale	3,000.00	1,887.30
Spring Gala and Auction	70,000.00	969.61
Cheerleading Fundraising	0.00	0.00
Drama Club Fundraising	0.00	0.00
Other Club Fundraising	0.00	0.00

YTD Revenue	\$42,205.61
YTD Expenses	\$31,707.36
Net Change	(\$47,672.00)

EXPENSES	Planned Budget	YTD (as of 31DEC)
School Operational Support Fund	20,000.00	4,424.74
Principal's Fund	2,000.00	868.73
Staff Discretionary Classroom Supplies (Wishlist)	17,497.36	3,736.24
Staff Professional Development	2,100.00	0.00
Staff Appreciation	4,300.00	1,972.27
Room Parent Fund	9,386.71	1,757.08
School Fieldtrips	22,100.02	900.00
IB Program Support	12,000.00	2,695.91
Library Program Support	1,000.00	0.00
French Program Support	1,000.00	0.00
Spanish Program Support	1,000.00	0.00
Art Program Support	1,000.00	487.33
Phys. Ed. Program Support	1,000.00	0.00
Music Program Support	1,000.00	0.00
Field Day	5,200.00	0.00
5th Grade Promotion	1,300.00	40.00
Prek4 Promotion	500.00	0.00
Parking Permits for Staff	750.00	400.00
CAPE/ACCESS Testing Snacks	1,000.00	0.00
DC Business License (DCRA)	80.00	260.00
Website Maintenance (Intrepid and Google Suite)	2,000.00	305.28
Banking/Merchant Fees	5,000.00	35.26
Miscellaneous PTO Supplies and Expenses	300.00	41.18

EXPENSES (CONT'D)	Planned Budget	YTD (as of 31DEC)
Walk/Bike to School Day	60.00	0.00
Fall Fest	9,000.00	7,955.76
Fall Photo Fundraiser (Photog Fees)	2,000.00	1,300.00
Holiday Bazaar and Sale	1,800.00	0.00
Spring Gala/Auction	30,000.00	712.50
Gear Procurement	12,500	0.00
Yearbook Purchase	3,000.00	0.00
Beautification Day(s)	900.00	0.00
Miscellaneous Enhancements	500.00	0.00
Cheerleading Team (Earmarked from fundraising)	164.54	69.49
Drama Club (Earmarked from fundraising)	1,026.10	0.00
Donuts with Grownups/Walk with Me day	1,000.00	654.49
"Welcome to Shepherd" Summer Playdate	110.00	106.98
Boo-Hoo Breakfast	500.00	439.70
Faculty-Parent Softball and Kickball Games	600.00	173.93

LOOKING AHEAD



January

- **17th - 20th**
 - No School
- **24th**
 - Winter Ball
- **27th**
 - No School - Records Day

February

- **12th**
 - Donuts with Grown-ups
- **14th - 17th**
 - No School
- **19th**
 - LSAT Meeting
 - PTO Meeting
- **27th**
 - Black History Month Showcase at UDC
- **28th**
 - Movie Night in MPR

March

- **12th**
 - Donuts with Grown-ups
- **13th**
 - Parent Teacher Conference
- **14th**
 - No School
- **19th - 21st**
 - The Music Program Presents “The Little Mermaid” Musical
- **27th**
 - Fifth Grade Exhibition

20TH ANNUAL “GALA” SAVE THE DATE **APRIL 26TH**

Gala Committee

This year is the **20th Anniversary** and we are hoping to make it the best one yet. We need a committee of volunteers to assist with a multitude of tasks big and small!

This is the biggest fundraiser for SES PTO and is critical in order to be able to continue to support and fund Shepherd Elementary’s needs for the future. Planning will begin in January and there will be virtual committee meetings weekly in order to plan a successful event!

Operations

- Venue Selection
- Secure Vendors, DJ, Photo Booth, Decor etc.
- Food & Beverage Selection
- Timeline
- Onsite Event Logistics & Operations

Fundraising

- Secure local businesses to Sponsor Event
- Secure Silent Auction items such as gift cards, experiences, services and goods that would be attractive for the community to bid on.
- Management of online auction software Handbid

Contact PTO@shepherd-elementary.org in you are interested in joining the committee or Sign Up Here - [Gala Committee](#)

Thank you



**SHEPHERD
ELEMENTARY SCHOOL**