Parkway Elementary School PTO
General Membership Meeting Minutes
October 15, 2026 @ Parkway Library

1. Key Outcomes

- The 2026–2027 PTO budget was formally approved by the general membership.
- Current funds total approximately $9,200, with $1,400 pending clearance.
- The PTO aims to finish the school year with a $10,000 surplus to reinvest in future programming.
- The Read-a-thon raised approximately $5,000, falling about $1,000 short of its $6,000 goal. Participation increased from 12% to 19%.
- The PTO is transitioning away from Tuesday folders, using the school website (parkwaypanthers.org) and Parent Square as primary communication channels.

2. Budget & Financial Update

Approved Budget

- Projected revenue: $73,000
- Projected expenses: $72,000

Year-to-Date Financials

- Revenue: Approximately $11,000
- Expenses: Approximately $10,800
- Current bank balance: Approximately $9,200
- Pending clearance: Approximately $1,400

Major Revenue Sources

- Read-a-thon: Approximately $5,000
- Merchandise: Approximately $1,800
- Pretzel sales: Approximately $1,700
- PTO memberships: Approximately $972 from around 100 families
- Flower sale: Approximately $636 profit

Major Expense Categories

- Clubs, including staff payments: Approximately $10,000
- Fourth-grade activities: Approximately $5,100
- General school events, including Science Day, Field Day, and Movement Day: Approximately $1,600

Note: Figures reflect the estimates provided during the meeting and may not represent final year-end totals.

Upcoming Fundraising Goals

- Adult Social: $10,000 profit
- Eagles Raffle: $5,000
- Car Wash: $1,000
- Dave & Buster's Card Sale: $800

3. Decisions & Ongoing Initiatives

Budget Approval

The general membership approved the 2026–2027 PTO budget.

Website & Communications

The new PTO website will serve as a central resource for the lunch menu, encore calendar, and event flyers. Parent Square will also be used to communicate information to families as the PTO moves away from Tuesday folders.

"Keep the Lights On" Initiative

The PTO will continue communicating the estimated cost of supporting non-revenue-generating activities, currently calculated at $54 per student. Examples include the ice cream social and pretzel program.

Pretzel Program

The PTO will continue ensuring that every student receives a pretzel, covering the cost for students who cannot pay regardless of free or reduced-price lunch status.

4. Upcoming Events

- **Chipotle Dinner Night Out — October 21:** 4:00–8:00 PM at the Moorestown location.
- **Trunk or Treat — October 17:** Additional trunks and volunteers are needed.
- **Movement Day — October 23:** 9:30 AM–12:00 PM, featuring three vendor stations
- **STEAM Craft Night — November 13:** $10 per child. Planned activities include lava lamps and bristle bots. Additional details are forthcoming.
- **McParkway Night — November 16:** McDonald's on Route 73.
- **Holiday Shop — Nov. 30 – Dec. 4**
  Hockey Game Fundraiser — January 10: Tickets are approximately $27. The goal is to sell 100 tickets, with students having the opportunity to take a slap shot on the ice.

5. Discussion & Member Feedback

Read-a-thon Timing

Members suggested moving the Read-a-thon back to March to avoid the financially demanding start-of-school period, when families may be paying for sports, costumes, and other seasonal expenses.

Website Branding

A suggestion was made to add a Mount Laurel emblem to the PTO website to distinguish Parkway Elementary from other schools with the same name.

Indoor Recess Carts

Feedback on the indoor recess carts has been positive. The carts encourage student interaction and reduce the burden on families to provide toys.

Volunteer Opportunities

The PTO welcomes all levels of involvement. Volunteers can help with individual shifts or provide support outside the school building, including printing, photography, and other behind-the-scenes tasks. Every contribution is appreciated.

6. Action Items

Responsible Party	Action Item
Audrey	Add the Mount Laurel emblem or logo to the website.
Dr. Burti	Send Audrey a JPEG of the Mount Laurel emblem.
Melissa	Finalize STEAM Craft Night details.
PTO Board	Continue collecting and organizing questions and concerns for the bi-monthly meeting with Dr. Burti.

7. Closing

Thank you to all PTO members and volunteers for their continued support of Parkway Elementary. The PTO appreciates every contribution of time, talent, and resources that helps create meaningful opportunities for our students.

Together, we make a difference!