

PFFO MEETING

OCT 4, 2023

@ 6PM

Agenda

Introductions

Financials

**Open position on the
board**

Fundraisers

Questions and Comments

Introductions

President:

- Megan Matheson

Vice President:

- Raelene Gomez

Treasure:

- Monica West

Financial Secretary:

- Vacant

Secretary:

- Elizabeth Eccels

Co-Secretary:

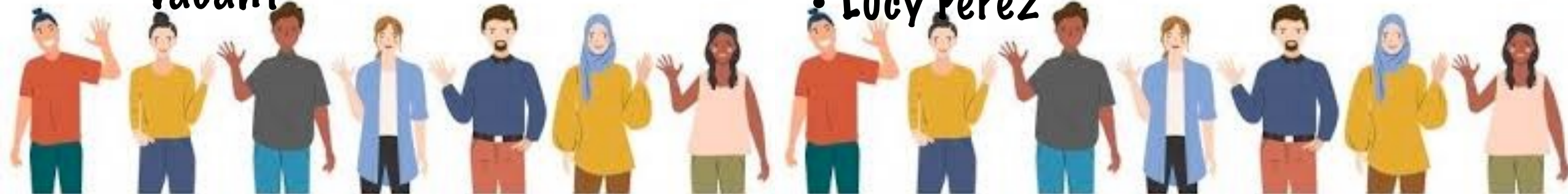
- Grace Grieco

Social Media Manager

- Kelly Nunes

Historian

- Lucy Perez



Financials

- **Total in Bank Accounts:**
 - Savings: \$2000.00
 - Checking's: \$2631.65
 - PayPal: \$369.17
- **Merch Sales/ Spirit Booth: \$1651.60**
- **PFFO Memberships: \$2730.00**



Financials

- **Money Paid Out:**
 - Website: \$264.00
 - IRS: \$600.00
 - Glow Items for Trunk or Treat: \$82.00
 - Stickers: \$219.00
 - Boo Gram Supplies:
 - Candy: \$747.00
 - Gram: \$9.00
 - Sealing Tape: \$23.00



Open Position

Financial Secretary:

- Receiving and documenting transactions
- Reconciling transactions
- Creating monthly and Annual reports with treasure
- Authorization of payments with vote of the board
- Ensuring that the organization's financial records conform to requirements



Do we have anyone interest in taking the position? If so, please come forward by raising your hand.

Fundraisers

- Spirit Booth
- Merch Sales
- PFFO Memberships
- Holiday Grams
- Trunk or Treat/ Fall Fest
- See's Candy
- Dinner/ Event Nights
- Penguin Shop
- Portola Ninja Warrior
- Silent Auction



Fundraisers

Spirit Booth

- Popcorn Sales
- Merch Sales

Every Wednesday from 10:30am
to 1:30pm

Anyone able to help?

PFFO Membership

- Different Level of Memberships:
 - Platinum @ \$200.00
 - Gold @ \$150.00
 - Silver @ \$100.00
 - Bronze @ \$50.00
 - Family @ \$20.00

All Money raised goes back to
Portola and the students

Trunk or Treat/ Fall Fest

- Oct 13th from 4:30 pm to 7pm
- Asking families to donate candy
 - Need Volunteers
- PFFO will be selling glow necklaces and bracelets, and light up wands
- PFFO will also be hosting a raffle
 - Prizes are.....
 - 2 \$25 gift cards to Lazy Dog
 - Family 4 pack to Prancer Farms
 - Pumpkins with carving kits and paint kits
 - Gift card to The Draft in Santa Paula

Portola Elementary Proudly
presents the 2nd annual

Trunk or Treat

Friday, October 13, 2023
4:30 pm - 7:00 pm

6700 Eagle St Parking Lot

Food Trucks, Music, PFFO Raffle,
Candy & More!

Portola Elementary

WE ARE SEEKING DONATIONS OF
CANDY/TREATS
THAT CAN BE DROPPED OFF AT THE OFFICE

If you would like to participate in decorating your vehicle please
contact Krystal at 805-616-3363 no later than Friday, October 6.
Limited spaces available!

Fundraisers

Holiday Grams

- **Boo Grams**
 - Oct 2nd – Oct 18th
 - Goal to Sell 2,000
 - With a profit of \$1,000.00
- **Valentines Grams**
 - DTB

Dinner/ Event Nights

- **Goal to host/ partner with a business at least once a month**
 - Sept: Chick fil A
 - Oct: Trunk or Treat Food Trucks
 - Tacos El Mexicano
 - Kona Ice
 - Nov: Chuck E Cheese
 - Nov 15th
 - Dec: Open for Ideas

Being your friend is a
TREAT
HAPPY HALLOWEEN!



TO: _____

TEACHER/GR: _____

FROM: _____

HAVE
LOADS
OF FUN TODAY!
HAPPY HALLOWEEN!



TO: _____

TEACHER/GR: _____

FROM: _____

Just wanted to
"WITCH"
you a
Happy
Halloween!



TO: _____

TEACHER/GR: _____

FROM: _____

You are a
SPOOKTACULAR
Friend!
HAPPY HALLOWEEN!



TO: _____

TEACHER/GR: _____

FROM: _____

"OWL"
always be
your friend!
HAPPY HALLOWEEN!



TO: _____

TEACHER/GR: _____

FROM: _____

FRANKLY,
you are
AWESOME!
HAPPY HALLOWEEN!



TO: _____

TEACHER/GR: _____

FROM: _____

See's Candy

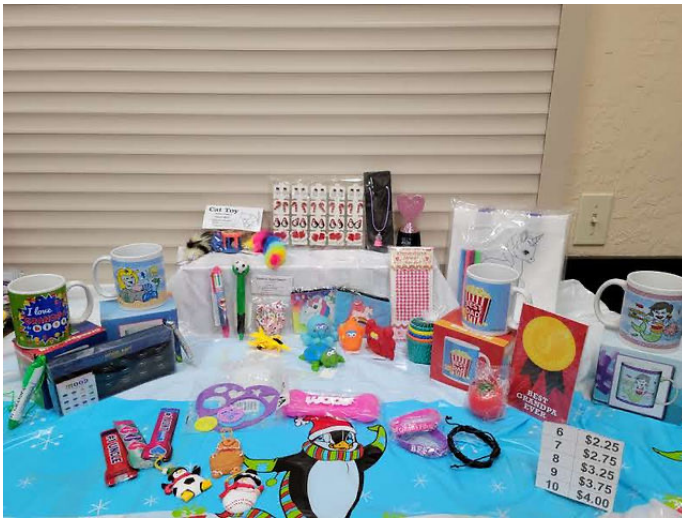
- Paperwork home in the middle of November
- Need back first week of December
- Last year made \$10,000 and hoping to do the same this year
 - Lucy is heading this fundraiser, because she has done it in the previous years



Fundraisers

Penguin Shop

- Dec 11th - 15th
- **NEED LOTS OF VOLUNTEERS!!!**
- Help students pick out gifts for family members



Silent Auction

- Open house in the spring
- Will also be asking location businesses for donations
- Asking each grade level for different donations
 - Kinder: Movie Theme
 - First: Spa Theme
 - Second: Beach Theme
 - Third: Sports Theme
 - Fourth: Car Theme
 - Fifth: Date Night Theme

Portola Ninja Warrior

- The **LARGEST** fundraiser of the year
 - Spring of 2024
 - Will need lots of Volunteers!!!
- Will be working on gather prizes for top earners
 - Goal is to make **\$50,000!!!**



Volunteers Needed

- **Family Picnic (Oct 11 @ 12pm)**
 - Help direct students and families to their grade level areas
- **Trunk or Treat/ Fall Fest (Oct 13 @ 4pm)**
 - Sell Glow sticks, Glow wands, and raffle tickets
 - Walk around and monitor parking lot area
- **Penguin Patch (Dec 11 - Dec 15)**
 - Help students pick out gift for their family



Questions,
Concerns,
Comments

Thank you for joining us tonight!

**Follow us on social media
@Portolaffo**

