

# **AEPTO Budgeting Meeting Minutes**

## **August 15th, 2017**

### **In Attendance (#):**

**Executive Officers:** President Jeff Turk, Treasurer Kim Jensen, Secretary Rena Haase

**Committee Members:** Mandy Sanders (Labels Coordinator), Marleen Cromer (Fundraising chair).

**Luce Road ECLC Representation:** Cassie Thelen, Theresa Goecker

**Hillcrest Elementary Representation:** John Helinski, Bethany Vozar

**Pine Avenue Elementary Representation:** LaDawn Showers, Kim June

**Parents Representation:**

### **I Call To Order:**

A. The meeting was called to order at 6:30 p.m.

### **II Reports of Attendance**

**A. President** (Jeff Turk). The meeting's agenda was presented noting that primary areas of discussion will be 1) Budgets for each school – line by line. Final vote for approval will be at September meeting with a quorum.

General History:

2014 we began with \$57,000 in PTO funds – schools used about \$30,000

2015 we began with \$75,000 in PTO funds – schools used about \$47,000

2016 we began with \$89,000 in PTO funds – schools used about \$52,000

2017 we began with \$89,497 in PTO funds – schools used about \$62,000

Fundraising History:

2015/2016 school year raised about \$41,000

2016/2017 school year raised about \$51,763

No more Club's Choice. We are planning to again fundraise with Michigan Great Lakes and the Fun Run. The Fun Run probably will not raise more than it did in the 2017/2018 school year. But it is popular with students and families.

Possible new Experience Prizes for the children? Helcher and Brickk were both popular activities in the past. Perhaps we bring in Alma/CMU teams to have some fun with the children? Maybe a magic show? We shall discuss more as the year progresses.

\*We are fiscally healthy at this point. We need to be careful on our spending to remain in that healthy frame, however, we can spend a little more than we were able to in previous years.

**B. Open Questions 1.** Is it possible Luce & Pine could possibly raise the amount of the reserve line if needed? Playground equipment is substantially more expensive than previously priced. This is something we'll need to revisit. Is it possible the district would be willing to split the costs with PTO? Or can we get grants to match our fiscal uses?

**C. Hillcrest Elementary** (John Helinski)

1. Request \$50 more for reading month prizes to offset out of pocket prize/item spending.
2. Add in Student Council line of \$600...see Proposal from Art Faustmann. \*Note: request of funds for luncheon meetings differs as these will be “working lunches” for the members of Student Council. Art will be able to attend the September meeting for any questions.
3. Fundraising Bonus line bookmarked for more books and technology use.
4. Reserved Building/Playground line fixed to meet the \$2500 cap. \$389 went back into the general Assembly line.

**D. Luce Road** (Cassie Thelen) As a new principal with experience under her belt as interim, Cassie is ready to make some more positive changes this year. As the school with the most fundraising done, are they entitled to use those monies at Luce?

1. 1<sup>st</sup> Grade Field Trip line amended to \$525 based on previous years bussing needs for Nature Center Field Trip bussing.
2. 1<sup>st</sup> grade Events line added with \$630 – pulled from Field Trip line. This will be used toward 1<sup>st</sup> grade Team events, such as; field day, Healthy Heart Day, Snacks, & Supplies.
3. 1<sup>st</sup> grade snack/start-up line added with \$1040. This will be used toward reinstating the Thanksgiving Feast, Holiday Projects for students’ families. \$130 per 8 1<sup>st</sup> grade teachers. Question asked: Should this come out of general assembly instead? Would kindergarten rooms begin to request the same financing?  
\*\*\*Lines 2 & 3 need to be discussed further in September with 1<sup>st</sup> grade teachers. We can approve the \$1475 from past years at this time.
4. Masonic Integrational Trips line added for \$2000. A time for our children to connect with the elderly at the Masonic. Both ages seem to enjoy these trips immensely. No cost except transportation. Building wide take 2 trips per year – 1<sup>st</sup> to connect, then to visit. Using Dial-a-Ride = \$50 a trip, 14 classrooms, 2 times a year.
5. First Day of Pre/K/1<sup>st</sup> Books and Postage added for \$2800. Mailing a book to each student with a “Night before” school note of encouragement. Promoting school-wide literacy and engagement. May notice it helps with 3<sup>rd</sup> grade reading loss. This would need to begin in 2018/2019 school year, as too late to being this school year. \$5 per book x 350 students = \$1750.

It was alternately suggested books be handed out during Open Houses opposed to mailing to save cost. Luce would save books of those unable to attend open house to mail out.

6. Annual Author for Luce Road line added for \$2000. Instead of splitting yearly with Hillcrest, Luce requests their own budget. Author visits cost approx. \$1000 per visit – the total current budget Hillcrest and Luce share. Luce proposes a separation so an early childhood author can be booked to visit Luce in the Spring. The author would present during a daytime assembly. Luce would also like to propose an evening event with an author open to all grades K-5 and their families. This is another Reading month initiative.

7. Monthly STEAM activities line added for \$1000. This would be a building wide activity, once a month. Hands-on activities for all classrooms. The question was raised is this more of a District responsibility to fund?

8. 1<sup>st</sup> grade requests a 1 time buy of MCP chapter books. \$90 x 6

#### **E. Pine Avenue (LaDon Showers)**

1. 4<sup>th</sup> Grade Field Trip line can be reduced to \$3500 since fuel prices seem stable
2. Science Fair & Engineering line: they did use some last year. Is it possible is was taken out of General or Principal fund lines by accident?
3. Would also like to discuss adding in lines for STEAM and Student council.

### **III New/Continuing Business**

A) General funds Art Reach line Lynzee Brenner proposed in July 2017 making this a non-zeroing roll-over line. New products are not needed yearly but some years many products are needed. It was decided that rolling over the \$105.65 not used last school year will roll over this year.

B) General funds Author line will be used by both Pine & Hillcrest on alternating years. The line will be raised to \$2000 for author visits. This will ensure children with see 2 authors in the 4 years they attend the 2 schools.

C) General Fund Copies line had an overage of \$144. Where was this from? Fundraiser copies? Was it simply mis-billed from another line?

D) Marleen Cromer proposed adding in a line for Teacher Appreciation Day. Used \$400 to provide lunches to all 3 schools employees last year. Would like to propose \$800 this year.

### **IV School Reports**

NA as this is a budgeting meeting.

### **V Announcements**

September budget meeting on Monday, 9/18. 6:30 P.M. at Luce Rd ECLC. Childcare will be provided.

### **IV Adjournment**

Meeting adjourned at 7:53 p.m.