

AEPTO General Meeting Minutes

September 18th, 2017

In Attendance (#):

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

Committee Members: Mandy Sanders (Labels Coordinator), Beckie Legeman (Luce Labels), Virginia Blandford (Art Reach co-chair), Marleen Cromer (Fundraising/Promotions Coordinator), Lesil Miller (Book Fair co-chair)

Luce Road ECLC Representation: Cassie Thelen (principal), Michele Ringle, Jolene Aylor, Theresa Goecker, Cory Woodard

Hillcrest Elementary Representation: John Helinski (principal), Jana Hanson

Pine Avenue Elementary Representation: LaDawn Showers (principal), Kim June

Parents Representation: Holli Whitmore, Sandy Andre, Rachel Good, Jane Noffsinger, Becky Maliskey.

I Call To Order:

A. The meeting was called to order at 6:32 p.m.

B. Introductions of all attendees

II Reports of Officers

A. President (Jeff Turk). A general review of a typical PTO meeting and its procedures was explained. Introduction of the Board and all Committee Chairs. Explanation of largest PTO sponsored school activities including Book Fair, Carnival, Labels, Promotions/Fundraising.

The meeting's agenda was presented noting that primary areas of discussion will be 1) Program updates for 2017/2018 school year, 2) Solidifying and voting on new 2017/2018 budget, and 3) AEPTO needs for upcoming year.

B. Drawing for attendance/volunteer prizes from PTO.

5 winners! Congratulations to all of you!

C. Great Lakes Fundraising Catalogue (Marleen Cromer).

This will begin this Fall, as per usual. The catalogues are sent home with students from each of the 3 elementary schools. Last year we raised about \$10,000. Goal set for \$15,000 in 2017/2018 year.

Q) Can delivery of Great Lakes Catalogue fundraiser be scheduled to arrive prior to Thanksgiving? A) This will need to be discussed and coordinated with principals of all 3 schools.

D. Promotions of PTO (Marleen Cromer). Our FB Page will become more active with the beginning of the school year again. Posts will focus on PTO meetings as well as tips

for keeping our children happy, healthy, and educated. PTO is still in need of volunteers to work on front line as well as behind the scenes. All volunteers are important and appreciated. There is a place for everyone to help that falls within their own comfort zone.

Marleen requested drawings for Gift Certificates for all volunteers from the previous month be instated. Drawings will be held at meetings. Gift certificate money comes from PTO funds as well. Call to vote. No 2nd required. Vote passes unanimously.

E. Labels (Mandy Sanders will continue to chair this program with Co-chairs Beckie Legeman, Melanie Simcox, and Danielle Wernick). Monthly contests in the schools will continue – they were successful last year. Fliers will go home with students this week explaining the contests. Winning classrooms will receive the travelling trophy as well as a PJ Day. Campbell's Labels for Education changed requirements again. These labels can be submitted until January. Again, this is beneficial for us. We are still collecting these to turn in. Lists of labels we are able to collect are also being released again for parents

The best way to submit labels is to clip them, place in baggie with the student and teacher name.

Labels FB Group is still running. Volunteers for clipping labels can contact any chair or co-chair through FB or any other means of communication. It is a very big job!

*Pine Avenue Student Council service project is being led by volunteer Danielle Wernick. Student Council there can clip and count labels.

F. Art Reach (Chair Lynzee Brenner and co-chair Virginia Blandford)

Lynzee was unable to attend the meeting but did send an email update to PTO president for the meeting.

- 1) Volunteer forms have gone home and are in Lynzee's possession. She will stop by schools again on 9/19 to check on stragglers.
- 2) Teachers were contacted to see who wants Art Reach since that worked well last year. Only 5 have opted out so far.
- 3) Folders to hand out at informational meetings and contacting the volunteers will be done this week. Informational posts will also be put on the FB page.
- 4) Meetings for volunteers are hopefully scheduled for September 28th and October 4th in the evening unless I hear back from Hillcrest that these dates do not work.
- 5) We are still lacking volunteers. Especially at Hillcrest and Pine so spread the word!
- 6) New email set up specifically for Art Reach to make things a little easier and more organized. aeptoartreach@gmail.com

III New/Continuing Business

A) Carnival

We are still in need of volunteers and chair/co-chairs for this Spring family event. Discussion resumes at next meeting.

B) Book Fair (Chair Jessica Ackerman, co-chair Lesil Miller)
Contact made. Updates will be coming soon.

C) Budget for 2017/2018 School Year

A budget is proposed from each school to PTO President, Jeff Turk. The new proposals are discussed at the August Budget Meeting with just a “skeleton crew”. A vote with whole PTO is still pending approval at September meeting.

1) Review minutes from Aug meeting (written minutes) Approved

2) We are looking at increased spending of about \$20,000, made possible with Fundraising through PTO. This is not a worry this year as PTO has a comfortable cushion and can “reap the rewards”.

Q) What are the “Team fund” lines? A) This is the \$130 allotted to each teacher for the new school year.

Q) Can we add in line on Luce Rd. for First Day Books now vs next year? This will avoid the need to forget and have to approve again upon beginning of 2018/2019 school year.

A) Yes.

3) First grade budget remains at \$1475.

4) Budget was approved unanimously.

D) 1st Grade MCP

1) Move to approve one time buy of new MCP Books for first grade. These were last replaced about 10 yrs ago.

\$90 x 6classes = \$540.00.

2) Unanimously approved.

IV School Reports *(given by teacher/admin rep from each school)*

A) Luce Road ECLC

Fall festival coming up 10/26. Chair: Michele Ringle

\$600 in Budget

Many Family Friendly events

*large part of health curriculum

*crafts, math, reading games

*brings in many members of our community as parents and volunteers

B) Hillcrest Elementary

1) Gratiot String association visiting

2) NWEA began

3) Buddy Bench was given to school through anonymous donation. This freed up funding from Hillcrest Student Council, \$150.00, to put to more use.

4) Fence line of parking lot and panther clips updated.

- 5) 10/3 is picture day
- 6) 1st full week in October is Spirit Week
- 7) End of October – Nature Field Trips planned
- 8) 11/28 STEAM Day scheduled.

C) Pine Avenue Elementary

- 1) Summer Reading Challenge was completed. John Helinski (Hillcrest Principal) travelling to Pine Avenue to lunch with 4th grade winners. LaDawn Showers (Pine Avenue Principal) will travel to the Middle School to lunch with 6th grade winners.
- 2) NWEA began
- 3) Gratiot Strings scheduled for an “informance”
- 4) Student Council Elections this week.
- 5) Fall field trips to Anderson’s scheduled to begin.
- 6) Spirit Week – for Homecoming – all elementary schools will be following the same theme days. This should make it easier for parents to plan/execute their mornings.

V Open Discussion

-Larger Parking Lot for Luce Road? This is decided by maintenance and so far Luce hasn’t been able to get the approval.

-Safe Crosswalk for families to walk children to school? This is decided by the city and hasn’t been able to access approval.

Cassie Thelen (Luce Rd principal) will take these to the proper parties...again.

Thank you to the schools for the Tailgating event and to the Alma Community for passing the bond!

PTO Float for all 3 buildings combined in next years Homecoming Parade?

Could be a great way to Raise Awareness regarding the amount of funding from PTO. It is so substantial to each school. PTO funds all field trips, the swim program, school programs, etc... The Float would be a great visual way to do this.

Would need to build so people can ride on it as well as walk behind/beside it. We would need a truck to pull it and a banner behind. We would need a committee. Keep this discussion open.

VI Announcements

No Community Events brought up.

Next PTO Meeting scheduled for Monday, October 16th, 2017.

Location: Hillcrest Elementary 6:30 PM.

Free childcare will be provided.

IV Adjournment

Motion to adjourn at 7:51 PM.

Motion passed.

