

# AEPTO Meeting Minutes

September 15, 2014

## In Attendance (21):

*Executive Officers:* Jeff Turk, Debbie Thomas, Laura Ash

*Committee Chairs:* Teresa Parks, Errin Thompson, Mandy Sanders, Jessica Ackerman

*Luce Road ECLC Representatives:* Donalynn Ingersoll, Michele Ringle, Ashley Little, Amanda Salisbury

*Pine Avenue Elementary Representatives:* Kim June

*Hillcrest Elementary Representatives:* Laura Hirschman, Kathleen Cranna, Linda Patton

*Parents:* Stephanie Leppien, Hope Brookens, Jennifer DeLeon, Jason DeLeon, Branden Sanders, Josh Stair

## I Call To Order:

The meeting was called to order at 6:32 pm.

The minutes from the August 18 meeting were distributed and reviewed. Laura Ash moved to accept the minutes as presented, seconded by Stephanie Leppien. Motion approved unanimously.

## II Officer Reports

***President's Report*** (presented by Jeff Turk): Jeff reviewed the new agenda format and encouraged everyone to use Robert's Rules of Order to help keep us on task and moving through the agenda. He thanked everyone for coming, particularly those who are new to the team.

***Treasurer's Report*** (presented by Laura Ash): Laura directed our attention to the budget handout. She moved some things around so it is easier to read and understand. The budget was discussed in detail at the last meeting and the paperwork reflects what was voted on last month. For the Hillcrest portion of the budget, Jeff Turk met with Mary Kay Yonker and two other school representatives since the last meeting. Two new line items were added: 2<sup>nd</sup> grade flying aces assembly and 2<sup>nd</sup> grad CMU star lab. The General Assembly line was decreased. The "Reading is Fundamental" (RIF) line was removed last month from the Hillcrest budget, but was kept in for the other schools. Discussion followed. Stephanie will call Mary Kay Yonker to follow up.

## III Fundraising and Committee Chair Reports

***Fundraising Chair:*** (presented by Teresa Parks)— Frankenmuth Fundraiser at Hillcrest started Sept. 12 and ends Sept. 26. Delivery of the products will occur on Oct. 16. Teresa needs volunteers to help unload the truck and organize the products from 3:15-

7:00 p.m. Childcare will be available. She will also need volunteers on Nov. 13 at Luce Rd., Dec. 9 at Pine Ave., and March 5, 2015 at Luce Rd. Teresa brought up the possibility of not having inflatables for the May Carnival. She looked at the contract and 2015 is the last year. She passed around other new fundraising catalogs to think about for the future.

**Non-Sales Fundraising Chair** (presented by Mandy Sanders): Current Box Top Totals: Luce Rd. \$1,840, Hillcrest \$2,047, Pine Ave. 1,330, for a grand total of \$5,220. Contests will be starting at Luce Rd. and Pine Ave. We earn 10cents per box top. Our first bonus is due October 15. We earn 24 cents per piece for the Tyson labels program. We receive 5 cents per piece for the school spirit on the back of Aunt Millie's products. Teresa is going to send out an email to the teachers. She is excited about more parent volunteers! A great big thank you for a donation of pop cans for \$80.

**Art Reach/Carnival Chair** : (presented by Errin Thompson) **Carnival:** Errin brought up the fact that liability insurance for inflatables is skyrocketing due to a recent judges' ruling. Frankenmuth Fundraising owes us a carnival for the length of our contract. However, inflatables may not be available for the Carnival in May 2015. If the liability insurance was covered by the company at 50%, the school would be responsible for the other 50%. What other ideas would we consider? Frankenmuth fundraising would still provide Carnival games and prizes. We need to look at the contract in more detail. One idea was to have an alternative performance like Science Alive. **Art Reach:** Errin is getting everything organized right now. There were 20 volunteer forms turned in this year compared to 100 forms last year. She is asking teachers to share art volunteers. The Art Reach kick off meeting and volunteer training will be held Friday, Sept. 19 at Pine Ave. at 5:30 p.m. Volunteers have 30-60 minutes in each classroom.

**Book Fair Chair.** (presented by Jessica Ackerman): Luce Rd. Book Fair will be held March 2-6. Pine Ave. Book Fair will be held March 16-20. Hillcrest Book Fair is TBD.

**New Business:** (presented by Jeff Turk)—

1. Should we provide Ashley Little's RESD classroom with teacher funds? If these funds were given, it would not affect non-school funding negatively in any way. Jeff made a motion that the RESD classroom receive teacher funds of \$100. Discussion followed. Jessica Ackerman made a motion to suspend a vote for tonight. Stephanie Leppein seconded the motion. Motion passed. Jeff will contact the RESD teachers at Hillcrest and address in another meeting.
2. We received a request for \$12 from a special education teacher. We did not budget for this expense. The question was asked: Why are we funding Title 1 teachers and not funding RESD and special education programs? It was decided to table this discussion for next month's meeting.

3. Should PTO pay for teacher substitutes due to teachers attending PTO field trips?  
Mark Jacobs at the high school recommended that the PTO not pay for this item. Jeff made a motion that the PTO would not be responsible for paying for substitutes and/or missed planning time due to field trips. Jennifer seconded the motion. Motion passed.
4. Sponsorship on 5K T-shirts: Screen and stitch has prepared the layouts for the T-shirts in the past. Usually, all of the sizes are collected and T-shirts ordered in late November or early December. It was recommended to put "Sponsored by the PTO" on the front of the shirts and sponsors from the community on the back of the shirts. Jeff will do the leg work in getting the sponsors.
5. Shoebox Recycling: Large boxes will be placed in each school. We receive 50 cents per pound, \$20 per box. The boxes are shipped to Africa and South America. It is a great way to connect with kids around the globe.
6. Poster printed for Open House: Laura put together a wonderful, large poster describing the activities of the PTO. Can it now be stored at the schools? Or in Jeff's garage? Perhaps it could be on display at the library?
7. Other new business: A \$100 check was received from the graduation all night party funds. Thank you! Also, someone brought up that there is a popcorn popper at each school. They are not being used due to the fact that the oils contain peanut products and it is not a healthy snack. The poppers were purchased by the schools, so they are not the responsibility of the PTO.

### **School Reports:**

Luce Rd—Teachers and students are adjusting to coming back to school. Box top contests are coming up.

Hillcrest—2nd grade field trips are going on right now to the Heritage Center at Alma College. Box top contests are going on.

Pine Ave.—4th graders are going to Heritage Center, Rural Education Day on Sept. 30 after pictures in the morning.

### **Announcements:**

*The next PTO meeting will be on Monday, October 20 at 6:30 p.m. Location: Hillcrest Elementary.*

### **IX Meeting Adjourned**

The meeting adjourned at 7:39 pm.