

**In Attendance (16):**

Executive Officers: President Jeff Turk, Treasurer Laura Ash  
Committee Chairs: Errin Thompson (Art Reach/Carnival), Mandy Sanders (Non-Sales Fundraising, Jessica Ackerman (Book Fair), Teresa Parks (Sales Fundraising)  
Luce Road ECLC Representatives: Principal Donna Ingersoll, Michele Ringle  
Hillcrest Elementary Representatives: Principal Leland Jennings, Kathleen Cranna, Arthur Faustmann, Bethany Vozar  
Pine Avenue Elementary Representatives: Principal Marcus Hillborg, Kim June  
Parents: Laura Karr, Jennifer Wilson

**I. Call to Order:**

The meeting was called to order at 6:30pm at the Alma Public Library

This meeting's agenda was specifically in regards to the budget for 2015-2016 school year.

**II. 2015-2016 Budget Review**

Building representatives and principals were all present and shared counts of building staff (and respectively assigned specials teachers) in order to have accurate amount for team funds. There was discussion about the amount per person (\$130). It was agreed that the Art Teacher would be added to Luce Rd as home-base for team funds in addition to art-specific funds.

Each school's allocations were looked at with input from principals, building representatives, and the group in total; beginning with Luce Road, then Hillcrest, then Pine Avenue. Some agreed upon adjustments were made to dollar amounts in specific line items.

It was discussed and agreed upon to regroup all specifically-named field trips into one general field trip line (which includes bus expenses) for each grade level. Schools will each report when and how money in this line item will be spent.

Several line items were renamed. Treasurer Laura Ash will assign line item numbers appropriately.

There was discussion about Scholastic Dollars earned at Book Fairs being reflected somehow in the budget. It was agreed upon that specific mention would be made in future minutes of these amounts, but they are not monies that are part of the budget.

There was discussion and agreement to add line for Luce Rd Reading month (\$250) in order to be consistent in all three schools.

Looking at the General Fund, it was proposed that a door prize be offered for the first night of PTO meeting in September, cumulative entries for attendance through the year and an end-of-the-year drawing.

There was discussion about PTO meeting reminder stickers to be placed on children. PTO would need to count out per classroom bundles and put in teacher mailboxes.

Other changes in General Fund which occurred: PTO/Parent Involvement \$700 (was \$500); Art Fund \$600 (was \$580); Author \$1800 (was \$1500). Carnival budget will remain at \$1000, but for 2015-2016 budget year, we will seek to use Labels for Education money (in form of gift cards) for additional Carnival expenses. Non-sales Fundraising Chair will apply for the cards, each school will receive them and forward them back to the Non-sales Fundraising Chair, Mandy Sanders.

Finally, there was discussion regarding the disbursement of funds from the 2015 Spring Fun Run. \$3000 will be given to each school to be used for technology and books. School representatives are to submit proposals for how money will be used.

Treasurer presented an updated draft of PTO Fund Request form.

### **III. Adjournment**

Meeting adjourned at 8:05pm.

Next meeting will be on Monday, September 21 at 6:30pm at Luce Road Elementary.

Respectfully submitted,  
Jennifer Wilson (assigned to take minutes by President Jeff Turk)