

AEPTO Meeting Minutes

October 19, 2015

In Attendance (19):

Executive Officers: Jeff Turk, Laura Ash

Committee Chairs: Errin Thompson, Mandy Sanders, Lynzee Brenner, Laura Karr, Jessica Ackerman, Teresa Parks

Luce Road ECLC Representatives: Donalynn Ingersoll, Sara Evitts, Michelle Kelly

Pine Avenue Elementary Representatives: Kim June

Hillcrest Elementary Representatives: Leland Jennings, Kari Bell, Ashley Tuttle

Parents: Stephanie Hernandez, Cheryl Irvin, Amanda Higbie, Stephanie Stevens

I Call To Order:

The meeting was called to order at 6:34 pm.

The Secretary, Jennifer Wilson was not able to attend, so Errin Thompson has agreed to take the minutes for the October meeting. The minutes from the September meetings are available online for review.

II Officer Reports:

President's Report (presented by Jeff Turk): Jeff thanked all for attending and explained the drawing at the end of the year. Every time a teacher, parent, or PTO Committee member attends a PTO meeting, their name will be put into the drawing to win a larger prize at the end of the year. Prize is yet to be determined. Ideas are being bounced around. One idea is to get a local business to donate a large prize.

Treasurer's Report (presented by Laura Ash): Laura presented the current budget report. The Carnival line item has been corrected now to reflect the true amount spent. Laura also has asked for anyone having a bill to be paid or a purchase order, fill out a request form in the PTO mailbox folder, and submit it to Laura, not to the business office.

III Fundraising and Committee Chair Reports

Fundraising Chair: (presented Teresa Parks)—Great Lakes Fundraising delivery for Pine Ave. Elementary will be this Wednesday, October 21st. She has enough help for that day. However, for the Fundraisers coming up (for Luce & Hillcrest), she needs help with a November 17th delivery/pick-up. It is a combined delivery of both schools to be held at Hillcrest, and a commitment is needed for 3:15pm to approx. 7:15pm. However, please, if you cannot commit to that whole time period, still contact Teresa so she can work with your schedule. Thank you for your help! Also she has acquired a cash register to help during Fundraising pick-up. This should speed up the process and shorten the lines of people in the future waiting to pay. For the Pine Ave pick-up since it was pre-paid, this won't be an issue.

Labels Coordinator: (presented by Mandy Sanders): For the September Box Tops contest the winners are: Luce – Stevenson (625), Hillcrest – Cranna (823), and Pine – Lowe (730). Over 5,000 labels were collected over all three schools, which is wonderful. For the October Box Tops contest help is needed for counting, which will be at the Alma Library on October 24th from 11:00am to 5:00pm. Help is needed on a monthly basis to help clipping, counting, and sorting labels. There is an outside organization now helping to clip/count labels, and acknowledgment and thank you goes out to them! . The Sunny D collection is going in at the end of November. Also, thank you to the teachers, and cafeterias for saving the Physedibles labels!

Art Reach Chair: (presented by Lynzee Brenner, incoming & Errin Thompson, outgoing) Art Reach is underway. We completed 2 docent/volunteer training sessions In September to get new ones prepared to begin. Most all classrooms (if they have a volunteer) should have begun this program by now. We are now trying to place a volunteer into classrooms that do not yet have one. Luce is pretty much covered. However, we still need volunteers for Hillcrest and Pine. We are also getting positive feedback about this wonderful program from parents and students.

Carnival Co-Chairs: (presented by Laura Karr & Errin Thompson) Errin is getting the important information to Laura in emails, as Laura will be taking over Carnival. This year Errin and Laura will work together, but next year Laura will be on her own as this is Errin's last year. Laura will look over the information and begin. We want to start getting volunteers earlier than usual, so that the adult volunteers can go through the volunteer background check process. Also, we are looking to form a small Carnival committee and will be contacting volunteers from the Open House sign up sheets to see if that can be accomplished with the names we already have there. Tentative date is April 29th or May 6th however, Jeff requested April 29th so that the DJ at the Carnival can talk about the Fun Run during the Carnival.

Book Fair Chair: (presented by Jessica Ackerman): The Book Fair is being planned right now at Hillcrest. It is scheduled for the week of November 16th – 20th. There are still many time slots to be filled where she needs help. This is held during school hours between 8:00am and 3:00pm. It is important that volunteers are personally known by her since they may be working with money. To kick off this Book Fair there will be an event on Monday evening 5:30 to 7:30pm. Book Fairs are raising funds to be used directly by the Libraries of each school. These funds do not go to the PTO. Because of the Book Fairs, libraries get many books each year. Teachers benefit from these funds as well and get to select books for their classrooms. In addition, because of the funds raised, EVERY child gets a free book during the Book Fair! This is especially nice for those children who cannot usually afford to buy anything. Big thanks for the PTO for organizing these Book Fairs!

IV New Business:

1. **2015-2016 Open House**—Jeff Turk: The PTO presence at the beginning of the year Open Houses at each school yielded a list of volunteers who signed up at the tables. This time some of us made phone calls to all of those on the list. We simply wanted to say a friendly Hello from the PTO and thank them for putting their name down. These ones will be “in the loop” and receive upcoming PTO information about volunteer opportunities and meeting information. Thank you and good job to those who made these “welcome” phone calls to increase parent involvement. There were about 45 who put their name down, and some checked specific areas where they would like to help (Book Fair, Carnival, Art Reach, Labels, etc.)
2. **5K at Pine**—Kim June/Jeff Turk: She has asked the teachers to contact the PTO about whether or not Pine will be doing the end-of-year 5K. She did say that Marcus Hillborg expressed that he did NOT think Mr. Case would be doing the 5K this year. This may be partly because of the PTO funds allocated to Pine 5th grade that was being used by Mr. Case for purchasing T-shirts and medals for the 5K has been redistributed to the 5th grade for Field Trips instead. He had used \$2,800 for T-shirts and approx. \$800 for Medals/Trophies, totaling \$3,600. The PTO had hopes that Mr. Case would still do the 5K and perhaps gain donations for these items instead now. Jeff will inquire further. Much feedback from parents of 5th graders has shown that they are grateful that their children get to go on Field Trips again. It seems there are other programs that he is still involved with, as well as the PE teacher, like Miles Across America, and others.
3. **Fun Run**—Jeff Turk: Jeff met with Leland Jennings, Principal at Hillcrest and Marcus Hillborg, Principal at Pine, and explained the whole concept and not only are they on board, but they are excited about it for this spring! Jeff is currently planning the FUN RUN kick off (to start acquiring pledges) for Monday, April 4th (Hillcrest), and Tuesday, April 5th (Luce and Pine). He is planning for the actual event to be held the week of April 25th. This would tie in nicely with the Carnival where Jeff is the DJ and could mention the FUN RUN fundraiser closing during the Carnival if the Carnival were to be held on April 29th. The Prize Structure is being planned now. Last year our net from this event at only two schools was \$17,000. So by adding Pine to the event this year, we could possibly raise a much larger net.
4. **Pine Ave Teacher Request:** Pencil Sharpeners are needed at Pine. Some elementary teachers are transitioning to mechanical pencils, since the old school crank sharpeners are dull and not working very well. Some teachers are getting new pencil sharpeners by using funding or donations. There was also a suggestion brought up to try to find a way to get them sharpened.

V Open Discussion:

We used to have a Student Directory, where volunteers from the PTO would type the student data and compile a list for parents. This was public information and approved by previous PTO President and School Principals. However, we have not done this for a few years, and someone asked if we would ever be doing this again. Jeff was not in favor of this, and more discussion would be needed on this matter.

A suggestion was brought up that the Shoe Collection Boxes should be taken to the Mom to Mom Sale this Saturday. This way anyone who does not sell their shoes that day, might feel inclined to throw them into the box when the sale is over.

VI School Reports:

Luce Rd—Donalynn Ingersoll: Science Alive is coming October 21st and 22nd! Thank you to the PTO for helping with that program...it is a favorite of many of the students! Our Annual Fall Festival is October 29th. Game Night is November 2nd at DLP Middle School from 6:30pm to 7:30pm (Errin Thompson confirmed the time here because the orange Panther Calendar was wrong on the time, it is NOT 7-8pm as the calendar states). There is no school on October 30th. Parent/Teacher conferences are scheduled for November 12th and 13th. There is a half a day of school on November 13th. There is no school on November 26th and 27th due to the Thanksgiving holiday.

Hillcrest—Leland Jennings: There is a Reading Program that assists in achieving more fluency and comprehension for the students. We are asking for help. Volunteers are needed to read with students. Big Thank You to the PTO for the Field Trips we are able to take due to the sponsorship and funding by the PTO! Same dates for P/T Conferences and days off as Luce Rd. Book Fair week of November 16th.

Pine Ave.—Kim June: End of our current Marking Period will be November 6th. Parent/Teacher conferences are scheduled for November 12th and 13th. There is a half a day of school on November 13th. Same dates for P/T Conferences and days off. 5th Graders are currently taking turns going to Anderson & Girls.

VII Announcements:

The next PTO meeting will be on Monday, November 16th (same night as Hillcrest Book Fair Kick Off) at 6:30 p.m. at Pine Avenue Elementary.

VIII Meeting Adjournment

At 7:23pm a motion was made by Teresa Parks to adjourn the meeting, and seconded by Laura Ash. All in favor, none opposed.