

In Attendance (15):

Executive Officers: President Jeff Turk, Treasurer Laura Ash, Secretary Jennifer Wilson

Committee Chairs: Jessica Ackerman (Book Fairs), Lynzee Brenner (Art Reach), Laura Karr (Carnival), Errin Thompson (Carnival), Teresa Parks (Fundraising)

Luce Road ECLC Representatives: Principal Donalynn Ingersoll, Judy Zehner, Lisa Fenby

Hillcrest Elementary Representatives: Kathleen Cranna, Karly Grant

Pine Avenue Elementary Representative: Jonathon Case, Kim June

I. Call to Order:

A. The meeting was called to order at 6:36pm at Luce Rd.

B. March 2016 minutes were reviewed and approved (Ackerman, Brenner). Correction was noted on the spelling of Principal Donalynn Ingersoll's first name.

II. REPORTS FROM OFFICERS and COMMITTEE CHAIRS

A. PRESIDENT (Jeff Turk)

Shared thank you email from Mr. Kemler (fifth grader teacher) regarding Grand Rapids Public Museum field trip coming up on May 24 sponsored by PTO. They plan to see robot zoo and earth explorers as part of the experience.

B. FUNDRAISING (Teresa Parks)

Limo ride is May 3, 8a-3p. Need volunteers ALL DAY, break for lunch (40 minutes). Ackerman, Brenner, Turk, Thompson expressed availability to help. Any other interested volunteers must have complete background check on file.

C. TREASURER (Laura Ash)

1. Confirmed Faustmann bussing for nature center.
2. Received fourth grade check request for teacher funds for a museum. Was curious if this was to come from PTO originally versus teacher's pocket. After discussion, teacher had forgotten to send note home to parents (who are to contribute for this particular field trip). Consider this at next budget setting meeting.
3. Art Supplies were ordered, but there was a delivery issue. Discussion followed regarding possibility of treasurer sending confirmation email that funds were received, transferred, etc.
4. Last day of school may be Monday, June 13 (or Friday, June 10). Whatever day it officially is, requests for teacher reimbursements are due one week after official last day of school.
5. Fun Run money use - fill out form as usual, write "Fun Run Tech Money" (\$3000 available for each school) -- this is a non-zeroing account, remaining funds will carry over to the next budget year.

D. LABELS (Jeff Turk for Mandy Sanders)

Labels for Education were turned in from Gratiot Commission on Aging (thank you!). April bonus was turned in. Box Tops were mailed April 15. Watch for this check. Four totes of shoes were acquired at the Mom-to-Mom sale last week.

E. ART REACH (Lynzee Brenner)

Working on date for collection and return of art boards from each school, to be taken to Mt. Pleasant. NEED HELP WITH THIS.

F. CARNIVAL (Laura Karr/Errin Thompson)

Lots of emails have gone out. Need 6-8 more adults as well as teacher volunteers. Carnival company that provides the inflatables will have volunteers for them. Times for carnival are April 29, 5-8p. Socks have been purchased and will be for sale (nominal fee) at the ticket booth/concession area. Students MUST

wear socks on the inflatables. Discussion followed regarding sources for volunteers: H.S. students, college student (Jeff will check). Booth for Art Reach volunteers and sharing about the program will be set up. Possibly an AEPTO table with info?

G. BOOK FAIRS (Jessica Ackerman)

Book Fairs are all completed for the school year. Next one will be in November 2016.

III. NEW/CONTINUING BUSINESS

A. Santa Store/Holiday Shop was revisited. Both fundraising organizations have free items. Each school also has \$200 in “fun bucks” to distribute in any way the school chooses. Printed information was shared with Mrs. Ingersoll (Luce Rd). Merchandise is given based on enrollment with prices ranging from 10cents to \$10. These items are given like Book Fair books, repack any unsold items and return free of charge. School pays for sold items. Need to further consider space at each school and volunteer staffing. Two currently unassigned parents are willing to chair this project. No official motion has been made.

B. District Supported Organization, official designation by School Board was discussed. School Board would approve bylaws, budget, standard bookkeeping procedures. May want to pursue setting up separate business bank account from school, register the AEPTO with the county (yearly fee), find someone to manage and file income taxes. A local CPA John Morey was suggested. Info sent to President Jeff Turk. Other ideas/names may also be submitted.

C. Prize for end-of-year drawing for PTO attendance. Two \$150 gift cards will be given as part of the drawings. One will be selected from among teachers and assigned board positions (officers and chairs) and a second will be selected from among unassigned parents who have attended.

D. Next month (May) will be election of 2016-17 officers for AEPTO. Nominations for offices are being taken (President, Treasurer, Secretary). Bring names to May meeting.

E. Jessica Ackerman and Jon Case presented regarding funding that is still needed in order to provide every student a t-shirt in the Pine Ave Pride Day Run. They still need \$886.30. Motion was made (Ackerman/Cranna) to supply the balance needed (\$886.30) for Pine Ave Pride Day t-shirts. Discussion followed. Since there was not enough funds left in the field trip line, some money was used differently for a Native American guest speaker that could be taken from General Assembly line. Mrs. Ingersoll also offered leftover funds from two of Luce Rd line items. It was determined that there would be enough from separated line items for 2015-16 budget. It was also suggested that a separate line item be created in the future for the Pine Ave Pride Day expenses. Motion carried.

IV. SCHOOL REPORTS

A. PINE AVE

Kim June represented Pine Ave with appreciation to the PTO for the Jonathan Rand Assembly.

B. HILLCREST

Kathleen Cranna represented Hillcrest sharing same appreciation for Jonathan Rand Assembly. A concern was shared by a parent that reportedly two Hillcrest students were not allowed to attend the assembly because they didn't complete their homework. The assembly had been rescheduled two times due to weather. Concern was about use of PTO-sponsored events as punishment (threat of not being able to attend). Science Night (April 21), Fun Run (April 26), and testing season are coming up.

C. LUCE RD

Principal Donalynn Ingersoll reported Kindergarten Registration beginning April 21, Fine Arts Night (April 25), Fun Run (April 26), AEPTO Carnival (April 29), May 3 Limo Rides, and a thank you for the Paleo Joe Assembly.

VI. Adjournment

Motion was made to adjourn (Cranna/Ash). Motion approved. Meeting adjourned at 7:42PM.

Next meeting will be on Monday, May 16 at 6:30pm at Hillcrest.

Respectfully submitted,
Jennifer Wilson, AEPTO Secretary