

## PTO Working Meeting

August 27, 2009

Called to order at 4:15pm with a quorum of 7 Board Members

- Board Attendance: Misty O'Leary, Emily Ragan, Allyson Ford, Michelle Barrette, Jeannie Reddan, Bonnie Buckley, Meredith Jacobs, Amy Lee, Laura Heese, Deb Van Sicklin, and Tina Cook.
- Additional Attendees: Dean Brown, and Dean Peters.
- Minutes from the July working meeting were approved.
- President Report

Misty updated the Board regarding the status of the Dad's Club. Feedback from the board was discussed with Ed Gun. He will have his comments available for the board after October. Dean Brown and Misty discussed the proposal of a separate board with their own officers; or maybe simply adding another position to the PTO board. This position would function the same as any other committee within the PTO.

An update of the Local Value Fundraising was given. There has been a great response so far, even with the mid-promotion price change, which was confusing to some.

- Treasurer Report

Bonnie reported there is \$4,801 remaining in the teacher scholarship budget.

At registration, we received \$780 in direct donations,

\$500 in corporate donations, and

\$7,500 from the Pearson Foundation

S & S still has not released a check for last year's hoodie order. In effect we will simply net a check owed to S & S for this year's order from the money owed to the PTO from last year.

A summary of changes to the budget will be presented in September. The changes are as follows:

The Classroom Enrichment was increased to \$2,500 (author visits, science programs, Race to Read—on a first come first serve basis).

The Social Budget was increased to \$1,000.

The Administrative Budget was increased (printing, postage, etc.) to \$1,000.

VP/Enrichment (school enrichment) was added—will start out with seed money from the Cooking Classes or approximately \$500. The net monies gained by the enrichment group, from each event, will roll back into their own budget.

The Teacher Reps were encouraged to motivate the teachers to think ahead for any needs or events they will be anticipating this school year, so the PTO can plan accordingly.

- Communications Report

Emily reminded the board that a PTO newsletter will be published the first Friday of every month. There will also be a PTO Corner within the ACS Newsletter every other Friday. The board was encouraged to make the habit of emailing any information to Emily that needs to be included in these publications by the Wednesday prior (deadline) to the publication going out. Reminders will be sent out as well.

- Social Report

Laura discussed how she sees the Teacher Breakfasts and contest functioning.

An email will be sent out, 2 weeks prior, to the specific grade reminding them of the upcoming breakfast and contest. The winning class will win a dress down day and an ice cream social, with the parents as the guests of honor (budget permitting).

She discussed the Survey Monkey that will go out to teachers after each breakfast. She had a great response from ACS parents.

- Enrichment Report

Meredith reported that we have approximately 30 children enrolled for the cooking classes. It was discussed to use the adjoining Middle School Science rooms for these classes. Amy mentioned she 2 volunteers to assist with these classes in addition to the 2 Allyson has.

Future class ideas were discussed with a BMX bike skills class as a possibility.

Meredith would like to encourage on-line registration for future classes. She reported there was a lot of confusion and misunderstanding from parents, but believes the online registration will relive those issues.

- Teacher Representative Report

The Teacher Reps had no new information to report, but were asked to encourage teachers to plan ahead and present to the PTO any needs prior to the September meeting.

- Fundraising Report

Allyson and Deb reported that Movie Night will be advertised in the Friday Folders. Each grade is being asked to donate an item for the goodie bags. The movie, Bolt, is free; but the goodie bags will cost \$2 each. Prizes will also be given out to lucky winners through out the night. The PTO will pay the \$75 for a licensing fee for the movie.

Along with selling the Anniversary Cookbooks, another food type fundraiser will be held as well. It was decided not to do the Sally Foster fundraiser. Direct donations will also be accepted.

Binding and Printing companies were discussed for the cookbooks.

A contest will be held for decorating the cover of the cookbook and the categories within the cookbook.

- Fundraising Report cont'd

The Fundraising Committee will keep the Classroom Coordinator Rep advised as to the volunteer need.

- Dean's Report

Dean Brown reported that the teacher classroom budgets have been reduced to \$200.

The 6<sup>th</sup> Grade Treasurers Program and Middle School Rosetta Stone are working quite well.

- SAC Report

The SAC is working on the School Improvement Plan (SIP).

Questions for the Fall Survey are due to Cynthia by the end of September. The PTO is limited to 5 or 6 questions only.

- The meeting was adjourned at 5:15pm. The next working session to be held on Thursday October 29<sup>th</sup> at 4:30pm. The next general meeting will be held on September 23<sup>rd</sup> at 6:30pm, with the SAC at 5:30pm.