

# AJH PTO Meeting Minutes

October 7, 2022

9:00 am

Meeting called to order at: 9:20am by President, Darcie Parsons

**NEXT MEETING DATE:** Friday, November 4th at 9:00am, in person and via Zoom

**Principal:** Andrew Gibson

- More teacher grants will be coming in soon!
- The recess pad looks to be moving forward. Walk-A-Thon funds will go to the recess pad area and outdoor area. 9 Square is a hit with the students, and Mr. Gibson will talk with students to see if a second one is needed.

**President:** Darcie Parsons

- Vote to waive the reading of minutes  
Motion to waive the reading of the September 2022 minutes was made by Teri Burich.  
Motion was seconded by Lissette Pagán. Vote: all ayes, no nays  
**Motion passed.**
- Membership and Dues
  - Membership is needed to vote and hold a chair position.
- New racks, bins, and hangers being requested again for lost and found. Cost is roughly \$55.  
Motion to purchase the items for lost and found was made by Lissette Pagán.  
Motion was seconded by Teri Burich. Vote: all ayes, no nays  
**Motion passed.**
- Grants - none
  - More teacher grants will be coming.
- Recess
  - 9 square game  
9 Square is a hit. The PTO will wait to hear from Mr. Gibson if more are needed.
  - Pad update
    - Walk-a-Thon money raised will go to the recess pad area and outdoor items such as radios and picnic tables. The PTO will see what other M.E. items are needed, especially indoor games with holiday sales coming up.

**Vice President:** Amanda Beres

- Amherst Junior Comets will donate used footballs for M.E. and Amanda will drop them off at AJH.

**Secretary:** Elizabeth Fought

- Please sign the attendance sheet.
- A newsletter will be emailed monthly to paid members to inform of upcoming events and news.

**Treasurer:** Dawn Clappas                    *\*not present- emailed the below report\**

- Bank Balance: \$12,744.03
- Quickbooks balance: \$12,323.65
- Outstanding: \$420.38 due to 4 outstanding checks.

Check #1261 Andrew Gibson \$236.88 (Panera for Staff Hospitality reimbursement)

Check #1262 Cindy Giacobbe \$149.99 (grant reimbursement)

Check #1263 Nord PTO \$25 (split payment for accountant who audited both books)

Check #1264 Nord PTO \$8.51 (split cost of donation drive thermometer poster)

\* There is currently \$197 being transferred into our bank account from CheddarUp for Membership.

\* Please see notes on budget under School Program Expenses for the following outstanding Expenses:

1. Teacher grants - \$1,000 for Zehel approved book grant. She is working on her book wish list for us to purchase and therefore has not been included in Grant total yet.
2. Hospitality - Staff conference lunch for ~\$1370 has not been paid for and has not been included in Hospitality total yet.

\* Treasurer books for the 2021/2022 school year were recently audited by a retired certified public accountant who concluded the books are in good standing order and "are accurately and well maintained through June 2022". Please see Dawn if you would like to see the letter.

### **Committee Chairs & Co-Chairs**

\* Must be a paid member and with a current student attending AJH

\* Chair members that cannot attend a meeting should send an update to the PTO email address, and the President will share on your behalf.

### **Apparel Sale: Chair:** Amanda Beres

- District wide sale with all 3 PTOs throughout the school year with Big Frog
- Nicole dropped off orders at AJH. Big Frog bags and labels each order. Drop offs will be ongoing and, as orders come in, Big Frog will let PTOs know when finished.
- No updates yet on totals, however 125 orders have been placed so far.
- Amanda will get an order-by date for any Christmas purchases, and Big Frog can add different items by request.

### **Donation Drives: Chair:** Teri Burich.

- Second Harvest food drive - October 17th to November 11th
- Large paper thermometers were ordered to track how many pounds of food have been donated.
- Friendly competition with AJH and Nord vs. Powers
- Pick up will be every Friday. Teri will take Nord and AJH collections to Second Harvest to be weighed, and Powers will take their collection to be weighed.

### **Dance: Chair:** Sherry Glass Strohsack

- Tentative dates February 9 and 10th

**End of School Reward:** **Chair:** Elizabeth Fought & Dawn Clappas **Co-Chair:** Teri Burich

- Sugar Buzz was a huge hit and will come out again. A timeframe and date in May will be secured with Karen and Mr. Gibson.

**Fundraisers:**

- **Walk-a-thon:** **Chair:** Amanda Beres **Co-Chair:** Darcie Parsons  
Date: October 11th (rain date Oct 13th)  
Envelopes and donor sheets were sent home with students.  
Amanda, Dawn and Elizabeth will meet between 9- 9:30am to begin sorting and counting donations. Amanda will get the gift cards and hat day papers.
- **Wizards:** **Chair:** Darcie Parsons  
Date: October 27, 2022  
Profit will be split between all 3 PTO's  
Need:
  - **Volunteers from AJH** (staff and parents/ under-18 year olds can volunteer but cannot handle money)--please use the SignUp Genius
  - Ticket sales
  - Collection of raffle prizes
  - Collection of monetary donations (for candy, gatorade, hotel rooms for the Wizards)Doors open at 5:30pm. Volunteers for merchandise arrive by 4:45pm to be trained to use the machines; other volunteers arrive by 5:15 to help with concessions, raffle tickets, etc.

**Membership:** **Chair:** Jen Vrooman **Co-Chair:** Dawn Clappas  
Families: 35 Staff: 34

**Social Media:** **Chair:** Jen Vrooman **Co-Chair:** Darcie Parsons

- If you need anything posted for Social Media, please let Jen know.
- Weekly email updates will be sent to each grades' newsletter POC, Mr. Gibson, and Rachel Mellen to assist with getting information out to parents.

**Staff Hospitality:** **Chair:** Elizabeth Fought & Dawn Clappas **Co-Chair:** Jenni Collins

- **October-** The staff conference meal will be Chipotle during lunch, so all staff can enjoy the food.
- **November-** possibly small pies or goodie bags, with thank you notes
- **December-** look into Amherst koozies as a gift along with other treats
- **Future:** Mr. Gibson's Room Service idea was a hit last year in the winter.  
Amherst Note pads could be used for St. Patrick's Day.

**Student Gifts:** **Chair:** Elizabeth Fought & Dawn Clappas **Co-Chair:** Jenni Collins

- Student bags will be made again in December or January

**Meeting adjourned at: 10:53am by President, Darcie Parsons**

**Attendees: Mr. Gibson, Darcie Parsons, Amanda Beres, Teri Burich, Claudia Lissette Pagán, Lisa Beckler (Zoom), and Elizabeth Fought**

As always, please feel free to reach out to [ajhpto1@gmail.com](mailto:ajhpto1@gmail.com) if you have any questions about the AJH PTO meeting or would like to volunteer.