

PTO Meeting Minutes – April 15, 2014

The Meeting was called to order at 6:10 p.m.

Present: Jill Priestley, Anthony Lauer, Jenn Carlson, Simone McDaniel, Teresa Maldonado, Amy Pufahl, Anne Wizauer, Tina Gould, Jen Duman, Samina Barritt, Lidia Kraft, Leigh Sanderson, Stephanie Riegler, Beth Morgan, Marianne Adamczyk, Marquita Casey-Oden, Carol Shakarian, Deanna Kempke, Jen Diaz

Introductions

President and PTOC Report – Simone McDaniel

- PTOC meeting is Monday, April 21st. Topic is testing.
- AAPS Funding/Budget Forum at Allen on April 28th.
- Water bottles for Field Day. Leigh Sanderson will look into it.
- Open PTO positions for next year: President, Fundraising, SIT Rep., PTOC Rep., Hospitality, and Email Coordinator (change to Communications Coordinator: Monday Message and Newsletter).

Principal's Report – Carol Shakarian

- Enjoying calling all incoming parents to notify spot in Pittsfield.
- AAPS committed to not increasing class size and maintaining programs.
- Hallways painted over spring break.
- In-district transfers and School of Choice windows re-opening.

Stephanie Riegler – Box Tops and Labels for Education

- Received a check in January for \$980 from Box Tops. Incoming check will be \$504.
- Labels for Education turn into points. Order items from catalog. Will ask teachers for a wish list from the catalog.

Jenn Carlson – 5th Grade Promotion

- Chair needed. Event is June 11th.
- Order autograph animal, cookies, buy sharpies, balloons, and decorate.
- Have printed directions for someone to follow.

Approval of Consent Agenda. Jenn Carlson moves to approve. Amy Pufahl seconds. Motion passes.

Treasurer's Report – Anthony Lauer

- \$25,167 (net assets)
- Best practice: have 3-6 months' worth of money in reserve. Need to stipulate a guideline for reserve money and add to bylaws. Table for next meeting.

Jen Duman – Surplus Discussion

- Shared results from staff meeting. Upper elementary teachers were more interested in getting Kindles. Lower elementary were more interested in books for the book room.
- Jenn Carlson moves to spend no more than \$7,000 on Kindles, cases and books and another \$4,000 for lower elementary books for book room, with the stipulation that the lower elementary teachers meet and agree on which guided reading books to order. Samina Barritt seconds. Motion passes.

Lidia Kraft – Disability Awareness Workshop

- All 4th and 5th graders will go through workshop this year. Starting next year, only 4th grade.
- Set-up to take place on Wednesday.

Anthony Lauer – New Request Form

- New form for teacher request and reimbursements is a Google Document.
- Will send to Teresa to put on website. Send feedback to Anthony.

Marianne Adamczyk – Book Fair

- Still need volunteers. Will be open during Science Fair.

Jill Priestley – Ice Cream Social

- Everything is going well. Leigh Sanderson is Publicity Chair.

Jen Duman – Restaurant Night

- Noodles and Company is April's Restaurant Night. Same night as Science Fair.

Samina Barritt – Teacher Appreciation Week

- Suzy Tibbetts will do Cinco de Mayo lunch and arrange massages and mini manicures.
- Other days will include classroom supplies, bagels and cream cheese and cards/letters to teachers from students.
- Zap Zone will do an end of year party. Wondered if anyone was interested.

Meeting adjourned at 8:36 p.m.

Other business: Email vote on 4-23-14. Simone motioned to spend \$400 on 300 Penguin Water Bottles for students on Field Day. Eleven "yes" votes via email. Motion passes.