**Minutes**

**PTO General Session Minutes**

**August 11th, 2020**

**Zoom Meeting**

**ACS PTO Mission Statement**

The mission of the ACS PTO is to align resources with the vision and direction of the school to enrich the learning environment while empowering parents, teachers and students for success. The PTO’s main role is to supplement the school’s budget through various fundraising efforts while maintaining and encouraging community spirit.

## **Attendees:** Cyndi Evans, Yolonda Webb, Rhiannon Metzger, Katie Buchanan, Minda Spoone, Erin McMilon, Aive Yturralde, Regina Caskey, Sandra Lee, and Karin Niles

1. Meeting called to order at 5:04pm
2. President’s Report (Katie Buchanan)
   1. Voting on general meeting minutes from May 1, 2020. All okay as drafted, Katie motioned to approve, Minda second, noted that Karin’s name needs to be corrected, other than that, all approved.
   2. Katie asked that all board members review the Code of Ethics and returned signed to her by end of the week.
   3. Katie has asked that everyone sign up and take a turn attending the governing board meetings monthly.
   4. Katie will send out a sign up genius for PTO members to sign up and take turns helping decorate the PTO board that is located inside the school. Decore should correspond with the seasonal fundraiser each month starting in September. (Color blast items from last spring were saved, Katie decorated for August.)
   5. Sandra would like to discuss the reasoning behind Michelle being dismissed from the PTO today. She feels that the current president is not following the b-laws of the PTO and would like to discuss the circumstances behind what happened as a group. Katie stated that she would be fine with discussing at a later time with a school official present. The group agreed to table the topic for now, we will set up a meeting to discuss it separately.
   6. Election Voting - Election voting was held. Voted unanimously on PTO Treasurer - Karin Niles, PTO Fundraising (Spirit Nights) Hannah Branning, and PTO School Store Co-Representative (Susan Kaduk).
3. Communications (Kate Lewicki)
   1. Kate stated there isn’t much to report as of yet. She did reach out to Michelle for info on box tops but information hasn’t been entered yet. Jeannie was able to give info on Shoparoo- will need to be completed before school year starts. Dress of choice forms need to be completed as well- need to be updated with the correct school year and will be sent to Katie.
4. Social Report (Yolanda Webb/Rhiannon Metzger)
   1. All events have been pulled from last year's schedule. What will the procedure be this year with COVID precautions? Will parents be able to bring in treats? Will the teacher's social calendar need to change due to social distancing/COVID precautions? Do we need to rethink how we will go about all events moving forward during the pandemic? Katie is going to send out an email so this topic can be discussed further.
   2. First day of school- scheduled to bring in sweets, ice and refreshments for teachers.
   3. Edukits have been delivered to teachers' doors.
5. Fundraising Report (Cynd Evansi)
   1. Cyndi is out of town and doesn’t have access to her notes, we will need to review this at our next meeting.
6. Enrichment Report (Minda Spoone)
   1. Minda is not sure what makes sense for this year. In-school enrichment will not be an option this year. Erin doesn’t want to get rid of it all together for the whole year yet, recommends we look at it again in the next 6 weeks after school has started to see if we can get a better feel of how to move forward.
   2. Liability perspective might not make sense. Some vendors are offering online options- do we want to pursue that avenue? With lots of free programs on the internet, it may not be feasible to go that route.
7. Treasurer’s Report (Karin Niles)
   1. Initial budget- would like to add a line item for COVID 19 category. For example, money for the 8th grade graduation. Approval passed for new line. Budget is available and is attached here. Including the roll over and the money from the color run, our total is $29,000. Bulk of the money will be in the COVID line just because of the unexpected items to come from this bucket this year. Discussed possible ways to collect money this year, perhaps PayPal as a paperless idea for things such as “Dress of choice” days. Karin is going to be working on a google form for e-learners that want to pay for dress of choice days. Discussion was had about Venmo- it requires a phone number so for now that is not an option.
   2. Motion to approve the teacher requests by Karin, Rhiannon approved.
   3. New state guidelines have been included for board renewal licenses so teachers will likely be requesting this payment this year.
   4. PBIS request to pay for the fee for the platform for the year. Points will roll over from last year since it ended early. These rewards will still apply to all students this year, even for e-learners. Everyone will still have opportunities to earn rewards. Points will accrue and can be used at any time. Points will remain in student buckets until next year.
   5. Voted on teacher requests - Teacher requests voting. Voted unanimously on approving Dry erase boards and supplies - Kindergarten team, requested amount of $180, License renewal - Bria Kruzel, requested amount of $210, Reading for ESL - Jane Stone, requested amount of $149, Reading for ESL - Renee McCloud, requested amount of $149
8. SAC Report (Minda Spoone)
   1. Minda states all new members were voted in since other members had timed out. Jason Bright, Amy Dyett, Walt Chevla, Dusty Averish (spelling?) current ACS SAC members. No parents were present at the last meeting which was held a few months ago.
9. School Store (Aive Yturralde)
   1. Possibility of having an online store was brought up with the option to have Square school online. Katie has a connection at another school who has set this up and is willing to share information with us. Also mentioned having the school store mentioned on the school Facebook page or on the PTO page on the school website. Need to come up with a game plan. New volunteer to help with school store- Katie will set up a meeting to discuss our options.
10. Box Tops
    1. Kate has sent us the link on how to download the app and information on how the school earns money.
11. Shopper Rewards (Jeannie Reddan)
    1. No update at this time
12. Used Uniforms (Regina Caskey, Sandra Lee)
    1. Garage sale held on August 1st- new families. Kindergarten day was a great sale day as well. No amount total on what was made, Katie and Karin need to count the money from both sales. No date set for next sale as Regina is 7 months pregnant and will be out of commission soon. Having the outside sale was successful. Discussed possibility of selling online- big undertaking and time management- not sure we have the resources to try to put that together. We do have volunteers but we need to come up with a plan moving forward.
13. Principals Report (Erin McMilon)
    1. We are going to have in person learning and E-learning. Teachers are ready to welcome back both. Meet the teacher night is for all learners. Come and say hin, spread out for comfort.
    2. Fire system work is almost complete.
    3. Sink remodel is complete and ready for first day of school

Next general meeting will be August 25th, 2020.

Meeting adjourned at 6:25 pm, Rhiannon seconded the call.