

# Meeting Minutes

## Acton Elementary PTO

[www.actonpto.com](http://www.actonpto.com)



Date: 3/06/2018

Location: Acton Elementary LGI Room

Meeting Called To Order By: Sarah Smith

Time: 6:30pm

Attendance: 17 members present

Minutes: Approved from 2/06/18

### **Principal's Report-**

Principal: Brooke Wessel-Burke

- Acton was named a 4 Star School!
- The first portion of ISTEP has been completed. The computer portion will take place in mid- April.
- Kindergarten Orientation is returning to the buildings for registration. Acton's dates are April 2 & 3. Volunteers are needed to help facilitate.
- If you are planning any events that take place at Acton Elementary, please fill out the Building Usage Form (available in office & at PTO website)
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### **Officers' Reports**

President: Sarah Smith

- Great job with the Father/Daughter Dance!!
  - Thank you for all who volunteered!
  - As we look ahead to 2018-2019, volunteers are needed for successful events. A huge thank you to those that have organized and volunteered this year!

Treasurer: **Position Being Temporarily Completed by Sarah Smith**

- Report will be submitted separately
- Budget preparations for 2018-2019 are underway

## **Committee Reports**

Restaurant & Spirit Night Committee: Amanda Stevenson

- Chow-with-the-Cow at Chick-fil-a – date TBD
- April 19 (all day) – Cheeseburger in Paradise
- May – Uno Pizza

Kroger/AmazonSmile/Scripts Committee: Stacy DesJean

- Keep shopping!

Box Tops for Education Committee: Wendy Lyons

- Download & register at the Box Tops for Education App to earn more \$\$ for Acton PTO
- Sign up for Box Tops for Education emails to get deals and chance to win Box Tops for Acton
- Keep collecting the Box Tops – there will be a late spring due date

Volunteers Committee: Valerie Karamanis

- No new information

Donations Committee: Jenny Weis

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Spirit Wear Committee: Lacy Hollings

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Bookstore Committee: Darcie Lawalin

- Bookstore is open on Tuesdays
- things continue going well

Bulletin Boards Committee: Sarah DeNeal → Becky Lomax

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School Board/Community Correspondent: Erin Feters

- New Principals named/hired/announced during last board meeting

- We **strongly** encourage you to attend the PTO meetings and School Board meetings – held on the 4<sup>th</sup> Monday of each month at **6:00** in the administrative building
- Check out the Acton website for the 2018 – 2019 school calendar
- Franklin Township is growing. Please stay informed by attending Franklin Township Civic League meetings to stay up-to-date about future housing additions and growth in our district

Teacher & Staff Appreciation: Catherine Lapkovitch

- May 7<sup>th</sup> - 11<sup>th</sup>

Breakfast & Books Committee: Valerie Karamanis

- April 13, 2018 (7:45am – 8:30am)
- Parents & guardians are invited to read books with their student

5<sup>th</sup> Grade Jam Committee: Christie Huber

- May 18 (4:00 – 5:30)
- Water & Pizza provided, concessions available for sale
- **Volunteers needed**

Mother/Son Night Committee: Becky Lomax

- Thanks for all of the volunteers – the event was a success

Father/Daughter Night Committee: Catherine Lapkovitch

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## **Old Business**

- Father/Daughter dance was fun & successful! Thank you to all who participated.
- REMINDER: If PTO members need reimbursed for PTO expenses, please find the forms under the PTO mailbox in the school's main office
- REMINDER: Teacher requests for funds forms are available under the PTO mailbox

## **New Business**

- A. Funds approval
  - i. Music Department – (\$1156.41) instruments, equipment
  - ii. Breakfast & Books (\$350) – donuts, bookmark gifts
- B. Upcoming Events
  - i. Kindergarten Registration – April 2 (8am – 3pm) & April 3 (1pm –

8pm)

ii. Bible Study Club @ Acton Elementary – Thursday mornings (starting April 12)

a) 8:00am – 8:45am

b) **Volunteers needed** – looking for 2 parents per grade level to run small group discussion, curriculum provided

email PTOActon@gmail.com

iii. Easter Event @ Acton run by the Lodge on March 31

iv. Breakfast & Books – April 13

v. Teacher Appreciation Week – May 7<sup>th</sup> – 11<sup>th</sup>

vi. 5<sup>th</sup> grade Jam (end-of-year celebration) – May 18 (4:00 – 5:30)

c. 2018 – 2019 Officers/Executive Board Nominations

i. If you are interested in seeking a position on PTO, please email [ptoacton@gmail.com](mailto:ptoacton@gmail.com)

d. 2018 – 2019 Election: April PTO Meeting

e. 2018 – 2019 Event Planning

i. do we want to maintain this year's themes? Add anything new? Change anything? Bring your ideas to the meeting

## **Announcements**

**Next meeting is 04/03/2018** at 6:30, Acton Elementary LGI Room

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Meeting Adjourned At: 7:46pm

Minutes Compiled By: Andrea Rigdon, Secretary