

Meeting Minutes

Acton Elementary PTO

www.actonpto.com



Date: 5/01/2018

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Location: Acton Elementary LGI Room

Meeting Called To Order By: Sarah Smith

Time: 6:30pm

Attendance: 13 members present

Minutes: Approved from 3/6/18

Principal's Report

- ISTEP testing is wrapping up & process went well
- Next year Acton will be a Targeted Title 1 school, so we will have full-time Instructional Coach, full-time Instructional Assistant, and some other resources available for our students
- New Head Custodian – Vicky Ramey due to Mike Kraemer's retirement
- Kindergarten Orientation/Open-House – May 8 (6:00pm – 7:00pm)
- Awards programs are coming up toward the end of school

Officers' Reports

President: Sarah Smith

- Thanks for supporting Acton @ Chick-fil-A – we won Chow with the Cow!!!
- Thank you to all volunteers and families that have helped with our events this year! You are wonderful!

Treasurer: Sarah DeNeal

- posted as separate attachment

Principal: Brooke Wessel-Burke

- 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)

Committee Reports

Restaurant & Spirit Night Committee: Amanda Stevenson

- May 10 – 13 – Uno Pizza
- Be sure to sell your vouchers for Chicago's Pizza & SkyZone
 - money is due on May 4

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

Volunteers Committee: Valerie Karamanis

- No new information

Donations Committee: Jenny Weis

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Spirit Wear Committee: Kim VanRoekel

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Bookstore Committee: Darcie Lawalin

- Bookstore is open on Tuesdays
- things continue going well

Bulletin Boards Committee: 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 4th 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 7th - 11th

Breakfast & Books Committee: Valerie Karamanis

- Things went very well!

5th Grade Jam Committee: Christie Huber

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

Mother/Son Night Committee: Becky Lomax

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Father/Daughter Night Committee: Catherine Lapkovitch

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Old Business

- 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

- Upgrade Teacher Workroom & Staff Lounge -
 - Paint & Labor: Rolfsen Family is donating paint & labor for teacher's bathrooms, lounge, and workroom
 - End Tables & Lamps: Donated by Smith Family
 - Needs: couch, rug, décor items (\$1,000)
- Communication Folders (\$250)
- Teacher Appreciation Gifts @ beginning of year (\$2500)
- Field Trip Expenses (\$3000) divided between grade levels

- v. Back to School Event (\$350)
 - vi. Guidance Department Supplies & Resources (\$260)
 - a) Homecoming, NED show, PBIS training, prizes & incentives, College Go! Week, Red Ribbon week, Canned Food drive, etc.
 - vii. Art Department Supplies for clay, glazes, prizes and supplies (approval based on October fundraiser)
- B. Officer Elections – the following officers have been elected for the upcoming school year
- i. President: Sarah Smith
 - ii. Vice President: Stacy DesJean
 - iii. Secretary: Andrea Rigdon
 - iv. Treasurer: Sarah DeNeal
 - v. Community Correspondent: Erin Fetters
- C. Upcoming Events
- i. May 10 – 13 Spirit Days @ Uno's Pizzeria
 - ii. May 12 – Fast Flash 2K/5K Family Run
 - iii. July 30 – Back to School Night
 - iv. August 10 (tentative) – Welcome Back Picnic/Pitch-in
 - v. July 14 - "Fast Track" event is requesting money or "Back to School" items to support township families in need
- D. 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
 - a) add an additional Family Game night in the spring
 - b) add a Parent's night out

Announcements

Next meeting is next school year

Meeting Adjourned At: 7:48pm

Minutes Compiled By: Andrea Rigdon, Secretary