

# Agenda

Autumn Creek PTO  
September 9, 2014

1. Call to Order
2. Old Business and approve minutes from May
3. Principal's Report
4. Teacher's Report
5. Educational Segment
6. Secretary's Report
7. Treasurer's Report
8. New Business
  - a. Goals
  - b. Calendar/Events
  - c. Introduction of Committees
  - d. Curriculum Night
  - e. Spirit Wear
  - f. Halloween/Holiday Party
  - g. School Directory
  - h. School Supply Kits
9. Committee Report
  - a. Fall Fundraiser
  - b. Book Fair
  - c. Box Tops
  - d. Market Day
  - e. Restaurant Night
  - f. Bulletin Board
  - g. Grants and Gifts
10. Open Forum
  - A. Pick-up/Drop-off Procedure
  - B. Lunch Periods
11. Adjournment

# MINUTES

## Autumn Creek Elementary School PTO

*Date | time* 9/9/2014 6:03 PM | *Meeting called to order by* Jill Roberts

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### In Attendance

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Jill Roberts-PTO President, Angela Hansen-PTO Vice President, Crystal Rutherford-Secretary, Lisa Schwartz-Treasurer, ACES STAFF: Mayra Johnson-Principal, Melinda Hafenrichter-Assistant Principal, Chris Griffith, Ken Joslin, Peggy McNamara, Alejandra Bistrain, Anne Buteyn, Beth Gambro, Chris Ford, Kathy Tudisco, Alejandra Bistrain Parents: Claudette Peterson, Bridget Winz, Kathy Miller, Susan Spurny, Neha Kshirsagar, Pradnya Marathe, Darci Browning, Veronica Garcia, Wendy Peterson, Maria Munoz, Elizabeth Joyce, Leslie Smogor, Becky Lee, Natalie Meyer, Monica Gordon, Jennifer Jones, Kris Smith, Jill Podzimek, Kelli Stewart, Lisa Cabarian, Jorge & Marcia Ayala, Guillermina Munoz A, Matt & Char Wincoup, Tina Lindstrand, Jose V. Constantino, Jamie Holbrook, Kathy Reeder, Laura Levine, Jonathan Anderson, Jordana Iddings, Magdalena Emmert, Elvira Del Torro, Debbie Davis

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### Approval of Minutes

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The minutes were reviewed from May. Motion to accept: 1<sup>st</sup> Lisa 2<sup>nd</sup> Angela. All Approved.

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### Board

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President- Jill Roberts- Welcomed all—reminded everyone in attendance that childcare will be provided at every meeting. Goals for the 2014 school year were presented. PTO will continue to help improve safety of students with that; PTO just purchased No Cell Signs & Green Safety men for school drop off area. The second main goal of the PTO this year is to increase communication. If fundraisers are a success, PTO will purchase a digital marquee to place in the front of the school building. A calendar has been created and will be sent home soon that contains all PTO events.

Secretary-Crystal Rutherford reviewed the New PTO Blog—[acespto.blogspot.com](http://acespto.blogspot.com) will be used to also help improve communication. The blog contains a calendar, announcements, helpful links, etc. The PTO FB page will also be used more this year to keep parents up to date.

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### Budget

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The budget was presented by Treasurer Lisa Schwartz and reviewed. No questions arose. Motion to accept: 1<sup>st</sup> Tina 2<sup>nd</sup> Leslie. All approved. Lisa also mentioned that the Budget will be posted on the PTO blog for all to see. Our PTO is not-for profit and any monetary donations made can be written off on tax returns.

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### Principal's Report

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Principal Johnson and Assistant Principal Hafenrichter introduced themselves, and stressed that they encourage parent communication. They have an open door policy, and gladly welcome phone calls and/or emails when questions/concerns arise.

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## Teacher's Report

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Mrs. Gambro will be the teacher representative for this school year. There will also be a few teachers at each meeting, thanks to a sign-up sheet that was posted. Mrs. Gambro, as well as the teachers in attendance discussed homework tips. Just a few; Establish a routine, create a quiet environment, offer assistance. The teachers stressed that homework is a review, and if your child is having difficulty, to please let them know vs. trudging through the assignment.

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## Committee Reports

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Volunteer Sign-up for the 2014/2015 school year committees was sent around the room. This year there will be a binder given to each Chairperson that contains guidelines, tips, and contact person for questions.

### Box Tops

- Over \$2,500 was raised last year from Box Tops.
- Recess equipment was purchased throughout the year
- Collection sheets will be recommended to use
- More communication about deadline dates will be given this year.
- Possible Competition between schools may be a possibility to encourage participation.

### Restaurant Nights

- Foxy's Night will be our first one.
- 4-8pm
- 20% of sales will be given back to ACES
- Teacher servers/volunteers are encouraged to build excitement

### Fall 2014 Fundraiser

- Jennifer Jones chairing
- Entertainment book selected as the product to sell.
- Buy coupon book for \$25 and ACES PTO will get \$10 for every book. Book gets sent home with child and child needs to return or purchase for \$25. 70% return. We need to make sure we get them back. Nationwide and area specific coupons.
- A few bonuses/incentives for students who sell more were shared/approved- Motion to accept: Lisa/2<sup>nd</sup>-Angela
- Possible video to show students instead of taking up classroom time for all school assembly

### School Directory

- Was decided that instead of creating a whole school directory, Head Room Parent will create one for classroom.

### Market Day

- First one was a success, even though Market Day drop-off changed.
- ACES earned \$119.73 from the first one of the year.

### School Supply Kits

- Pickup needs to be adjusted, due to some parents not being able to get them before school started.
- Suggested to just have in classroom for first day.
- Teachers really like having the kits, so do some parents, especially the pre-printed labels.
- Kathy Miller and Jennifer Jones said they would take over the organization of these.

### Winter Event

- BGS will be hosting that his year, ACES is welcome to attend

#### School Carnival

- Great success last year, will continue this year

#### Spring Fundraiser

- Will be a color run— chairperson is needed

#### Suggested ideas

Mom's Night out, possibly a Vino Van Gogh, Keep Mother & son night at Family Fore, Volunteer breakfast at end of year to thank volunteers, possibly supplying all students with ACES shirts. Ideas will be looked into/discussed at future dates.

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### Open Forum

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- School Lunches- Mrs. Johnson and the staff have been working hard at making school lunches run smoothly. Adjustments have been made while the new POS lunch system is being integrated. There are now two separate lines for hot and cold lunches. Already seeing improvement. NO student is rushed if lunches aren't finished, more time will be given, as the students settle back into lunch routine.
- Classroom Parties- In depth discussion about how to keep consistency between classes when some have more volunteers than others, whether snacks are needed with so many allergy concerns, how to fund the parties, etc. Room Party committee will meet at a separate date/time to create a better plan after hearing various concerns. TBA at curriculum night.
- Parent Drop-off/Pick-up- Many concerns were stressed about safety issues, and how this has been an ongoing concern. Need to stress that there is NO Cell Phone usage, all parents and children NEED to use the crosswalk vs. walking in between cars, be careful not to block cross walks. Committee will meet to create a safer system and results will be announced at curriculum night.

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### Upcoming Events

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#### Curriculum Night

- September 23<sup>rd</sup> 6-8pm- Meet in the gym first, then 2 sessions with the teachers will be offered.
- In the cafeteria, there will be spirit wear available to purchase with cash or checks. There will be Yorkville and ACES attire available.
- Market Day samples will also be provided
- Sign-up for PTO committees will be in the cafeteria.

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### Next Meeting

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Tuesday, October 14<sup>th</sup> 6pm Childcare and popcorn will be provided- ALL are encouraged to attend. Should wrap up by 7:30pm

Motion to adjourn was made by Jill at 8:28 PM and all accepted.