

August 2015 Board Minutes

Board members present: Kim Ambrose, Jen Meiring, Dawn Scheck, Becky Paulin, Sue Minnec, Mary Anne Callahan, Nicholas Davis, Deb Nielsen, Andy Mareska, Matt Jeffrey, Jan Wright, Deb Rempert

Board members absent: Marsha Stierwalt

Other parents/guardians: Melissa Dempsey, ECC Rep; Heather Kwitschau, Resale Chairperson

Meeting called to order 7:04 p.m.

President: K. Ambrose:

- First day coffee info – Kim not able to attend; Board members need to be prepared to speak about their positions (briefly) and recruit for new volunteers
 - Sue Minnec has a check list for baked goods which board members can sign up to bring to the coffee event. Andy will arrive early to help Sue set up the coffee
 - Mary Anne is going to share sign-up sheet she has for open committee chairs and positions and will indicate the open spots for people to sign up.
 - All items should be ready by 9:00 a.m. Parents will be with their children until 9 a.m. Then parents can go into the multipurpose room where the coffee will take place; The PA system will be set up by Peter who will also set up 3 tables – and will add a microphone to the work order; Spirit Wear/Sara Gorr will be there to sell items.
 - A voice mail and email all came out from Dr. Wright announcing the first day coffee for parents, inviting them to come.
- Courtyard –
 - Trees have been trimmed and the swamp removed from the area. Poles have been installed where footings are to go for the deck that the Boy Scout (Joe Keers) will be working on as part of his Eagle Scout project. Dr. Wright indicated he hasn't had his deck plans approved yet by the Boy Scout Council. He had planned to do work on weekends in August but wasn't able to complete it due to other commitments. He should be starting within a couple weeks to begin putting the deck in. Andy shared that he had emailed him to say we had approved funding.

- BIC meetings – do not yet have calendar of the BIC meetings for the year yet; there will be 5 meetings this year in the following months: Sept., Nov., Jan., March, and May. They are on Saturday mornings from 8:30-10:30 a.m. at the Rosalie Jones Center on Wilson Street. Ideally 2 people would go to each meeting and would like all board members to attend at least once.
- Kim will set up dates when they become available and we will need 2 board members to attend the September meeting (date to be announced).
- We lost our PTO photographer and need a new one – suggestion from former parent volunteer was to ask the 5th graders who may be interested in this as a hobby. Photos are used for yearbook; Jen encourages anyone who is at an event to just use their phone to capture a few photos and this really helps for the yearbook.
- The parent volunteer who suggested the 5th grader idea thought it might be interesting to get photos from a student's viewpoint. Kim will ask the 5th grade teachers if they know anyone they'd recommend. Jen mentioned that some of the best photos taken last year were those the teachers took during the day in their class that they sent in.
 - It may be hard for teachers to upload the photos/may be easier for them to email them in to Jen or the new yearbook coordinator (it would be ok to send the top 3 photos via email). The yearbook does have an app available but it has some issues with naming each image and can be cumbersome.

VISITORS: - Heather Kwitschau, Resale Chair

- Resale updates – signage approval from the city – will plan to attend the city council meeting; Kathy Evangelista and Heather Kwitschau. They need a publicity person (former one moved away).
- **Signs:** Still verifying approval to post signs on school property. Kathy and Heather will attend the city meeting next Tuesday (7:30p) to discuss approvals. Kathy will continue to coordinate with Rhonda for approval on city property.
- **Website:** Can we get a permanent link on website for Resale to post flyer and general information? Currently goes myconsignmentmgr. Flyers direct shoppers to PTO page then they need to search for information.
- **Committee:** Currently have open spot for publicity role. Otherwise, a great committee of seasoned members and new AGS parents. Can we list open spot on sign-up sheet at the ice cream social?
 - Members will be working on cleaning out PTO closet tomorrow.
- **Numbers:** 33 registered sellers at 4 weeks out. Current total of 4,000 items listed compared to 5,400 items at 2 weeks out last year.
- **Sale Itinerary:**
 - Looking at doing presale as such on Friday:

- (Confirm with Dr. Wright. They will let Mr. Park know we'll need the gym, lunches will be in classrooms and Kids Kampus)
 - 1 – 2 p.m. – volunteers working 9 hours or more and staff/faculty
 - 2-3 p.m. – volunteers working 6-9 hours
 - 3-3:30 – volunteers working 3-6 hours
 - 3:30-4:30 – AGS family pre-shop
 - 5-9 p.m. – sale open to the public
- **Volunteers:** Seeking AGS Board members to volunteer – especially for scanning or cashiering – any time available would be helpful! Very important roles that we like to have staffed by committee and board members.
 - **Email her at kwitschau@gmail.com**
- Complete available volunteer hours: Thursday, September 10th:
 - Set-up from 2-5pm (AGS Parents only)
 - Receiving 6-9p
- Friday, September 11th:
 - 1 – 2pm – volunteers working 9 hours or more and staff/faculty
 - 2-3pm – volunteers working 6-9 hours
 - 3-3:30pm – volunteers working 3-6 hours
 - 3:30-4:30pm – AGS family pre-shop
 - 5-9pm – sale open to the public
- Saturday, September 12th:
 - 8-11am. -sale open to the public
 - 11-2:30pm - take down and pick-up
- A chiropractic office offered to host a free screening booth and if anyone signs up get money back to the PTO – board agreed not to set precedent for that, as it doesn't support the event as it's a clothing sale so not deemed appropriate.
- Donations – AGS office doesn't have a box yet and needs one – will be located near the main office and items can be dropped there;
- Event is 4 weeks out; they will be doing lunch in classroom on Friday only.

1st VP – J. Meiring

- Gator Gallup is coming along well and Jen has received 5 checks already; 12 people already committed to sponsoring total. Letters were mailed out to all of last year's sponsors, plus she added 15 new ones and already had 3-4 calls from new people never sponsored before.
 - She has 3 sponsors who donated items but not cash (we did this last year - allowed them to have their logo placed onto the shirt whether they donated cash or an item. Jen is wondering about it – if those who give items

instead of cash should not be recognized with logos (no one has complained about it). Decision: Keep with the way we have done it in the past– and don't differentiate based on donation type.

- Jen is checking with Katie Sudler to see if she'll work to coordinate the teacher baskets again – to be confirmed
- Spirit Wear – A new item to be available this year will be yoga pants. Both Spirit Wear sellers plan to give an extra 10% of sales back to the PTO (for orders through Sept. 18).
- AGS decal price will be dropped to \$1 each to move more (Jen will ask teachers if they want them at cost to give out in classes).
- The newly updated Gus Gator is posted outside – Andy, Jen, her husband and Kevin Preas worked on it. Gus has a Welcome Back sign and is ready to go for first day.

Secretary (D. Rempert)

Year at a Glance calendar review:

- Changes to calendar: Move Curriculum Night to Sept. 3 (same date as Picture Day); remove Movie Night from Sept. 18 – cancelling since we don't have a person to coordinate
- Recommendation and approval was given to eliminate the YAG calendar as a separate document. Now the newly improved website has a calendar on the home page and all event changes can be given directly to Caroline Baty Barr who will update the online calendar. They will then appear immediately live online at ags.bps101.net. The calendar can be downloaded from the site as well and printed as needed.
- It was suggested that our new Gus the Gator can hold a sign that promotes the new website address (and he can hold that between events);

Approval of May minutes - Andy made motion for approval and Jen seconded; all approved.

Communications (B. Paulin)

- A recent Facebook posting that came out showed an incorrect logo (the old fun fair logo appeared because the page that the posting directed people to wasn't updated to reflect a current/correct logo. Becky will look into the issue and try to update the information on the PTO website – that's where the issue was).

Ways and Means (M. Callahan)

- 5 Below has moved their location – they are now near the Old Navy store on Randall Road. They will have the fundraiser this weekend, Friday-Sunday and

next weekend also Friday-Sunday (8/21-8/23). Families must bring in the flier for the percentage to come to AGS.

- Do we want more 5 Below fundraisers (usually do that between Thanksgiving and Christmas) will put up fliers in hallways for the November/December one to promote) flier will go out in back packs on Wednesday or Thursday,
- First Dine Around of the year will be at Pal Joey's on Sept. 2. They are waiting to hear from Mrs. Jensen about signing. A flier will be coming out soon. Adriana is still working out publicity.
- Amanda Davis is confirmed to take over Schwan's (Market Day is now officially gone). The latest catalog they shared looks good with a wider selection of food, plus ice cream and the book and also includes recipes. They also deliver to your house; Amanda has received the info from Mary Anne and will confirm a start date and be in touch with us.
- Dr. Wright asked if we did a survey of parents about Market Day and whether the price point was a deterrent to those who didn't use it. She asked what our price point difference is between them the two sources. A survey wasn't done, but the board discussed that lack of volunteer support was also a problem with Market Day and the new Schwan's set up doesn't require volunteers to run.
- Open positions – Cougars Game coordinator (Jen Meiring may do that one); Photographer; Publicity for Resale; Box Tops Coordinator, Trivia Night needed (a team); Movie Night Coordinator also is needed; Nancy Kerr has the Fun Fair pretty well handled;
- Book Fair question– will the books be from Scholastic? Mrs. Ashby will talk with Tami who is coordinating the event and they will confirm the plan. Mary Anne will communicate it back to the board.

Treasurer – A. Mareska

LRC project – to date we have spent approximately \$26,000 of the \$40,000 budget that was initially allocated for the project.

Resale event –The bank amount for that event needs to be determined 2 weeks out from the event so those details can be worked out with Andy and Heather.

Classroom Support – S. Minnec

- Ice Cream Social – Heidi Pryor the coordinator won't be here for the actual event but she ordered all the items; Sue is managing and will get the check to pay Oberweis (they need to be paid cash). Ice cream pickup will be worked out, Teachers will be handing the ice cream out from the coolers.
 - Set up could be at 3:45 p.m. Table will be set up for recruiting at the event as well; event is from 4-5 p.m.; maybe by 4:10-4:15 will be coming out for the ice cream; Specials teachers will be there to hand out ice cream ahead of the classroom teachers. We will need 4 tables total (3 for ice cream plus 1 for PTO and 1 for Spirit Wear). The Board members can try

to cover shifts as much as possible to cover outside and do what is needed as parents for their own children as well.

- Home room parents – Sue has 7 volunteers so far and also 3 Art volunteers as well.
 - If a class doesn't have a Head Room Parent it was suggested Sue could have it written on the dry erase board that the room that that class doesn't have a head room parent (to draw attention). Parents will see that when they come in for Ice Cream social/meet and greet.
- School picture day is 9/3 will need volunteers for that (not classroom specific – just a group)

Teacher Representatives – (N. Davis, M. Stierwalt, D. Nielsen) –

- Nick and Marsha don't have anything to report (Nick will attend meetings on even months, Marsha will attend on odd months since they teach even/odd grades.
 - They each want to receive agendas will help for covering emergencies and to ensure communication
- Deb indicated that Melissa will be working to help increase parenting involvement and communication with the ECC population.

Principal – (J. Wright)

- We have 4 new staff members: Peter Schimelpfenig (will go by Mr. S) is the new maintenance supervisor replacing Angel; Teachers – 5th grade Jill Harmon from Hoover Wood School, Shannon Hemmes – Reading Specialist also from Hoover Wood; Christine Scheffert – new ½ day Kindergarten teacher.
 - WIN Time – This is a new program being introduced this year in the school. WIN stands for What I Need. There will be a 40 minute block of time added into their schedules this year (in each grade). Teachers can use this time to intervene for those who need more support or can also offer additional challenges for those who need it. Students who are interested in pursuing additional research can use the time in that way. The idea is that everyone in a grade level will get what they need during that time.
 - There will also be a lot of independent time opportunities during that period. This is a concept that's new to teachers and it will evolve as the year goes along. All students will also do goal setting in Reading and Math subjects.
- LRC – Most of the first phase tasks have been completed and Dr. Wright shared the cost amounts and quantities for each (including the phase that the items is in, whether Phase 1 or Extended Phase 1 which is future).
 - Projection – Purchasing that equipment was too costly to do now (the proposed unit was on wheels with a big screen monitor that was an interactive touch screen). It was very expensive so it was decided to take that off the immediate list.

- The Large Group Area – will be for Read Alouds. Benches will have a thick foam topping with additional stools (yet to come in). This isn't done yet, but it is part of Phase 1.
- Book shelves – are in first phase and the shelves were all custom built for us (which was less expensive than ordering pre-fabricated from a company).
- Display units – waiting on those which are to come.
- Collaboration Zone has big lounge tables along with writeable table that can be erased (kids can collaborate in groups or with teachers).
- Small quiet reading area not sure there is enough space for actually making that work so they're monitoring that.
- Interiors for Business, the vendor we're working with on the redesign, created a board that shows the vision of the finished product with fabric and color swatches. It will displayed on an easel so visitors to the LRC space can see what we were able to do with first 40K (and understand that there is more to be done in the next phase).
- Tables – we are living with current tables for a while so we could make progress/an impact with the soft seating. As we raise more money we would like to start purchasing additional items for this.
 - Question was raised - at what point can we do this?
- The first bank of monies for this (40 K) came from the fundraising over 2-3 years (overages that we had accumulated as a PTO and just didn't spend).
- Mrs. Ashby's priorities in the next phase – she wants the glass enclosures to be completed. The current one (what will be the middle one) will have the media scape table in it with monitors the monitor is currently owned by us and will be just placed there.

Assistant Principal – (M. Jeffries)

- Watchdogs – he is spearheading the organization for AGS. There will be an Aug. 26 kickoff event. He noted this program offers an excellent opportunity for dads to be involved and AGS has one of the 2 strongest Watch DOGS groups in the district. Doug Raiser is the Head DOG this year. All DOGS must wear their shirt – required uniform for the day while at school. The program offers both long sleeved and short sleeved shirts.

2nd VP (D. Scheck)

First special appropriation will be Oct. 1 she will have the form from the website

Round Table Discussion

- All PTO board members have folders in the office they should check periodically for correspondence.
- Sports Clips they are offering all our students and faculty a free haircut for Picture Day

- AGS APP – This is still a goal of Kim and the Board and we will continue to discuss this as a goal for this year
- Meeting adjourned at 8:45 p.m.

Minutes respectfully submitted by Debbie Rempert

