

# MEETING MINUTES

ACMA PTO Meeting

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*Date | time* Jun 14, 2022 | 7:01 coordinate PTO support of the Dance department pm | *Meeting called by*  
Jenny Anderson

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## Board members

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\*Jenny Anderson, PTO President | \*Jim Weider, Treasurer | \*Molly Benito, VP Communications | Carley Spangler, Volunteer Coordinator | Kristen Downer, Member at Large | \*Erin Kilbourne, Member at Large | \*Maria Andrade, Member at Large | Terri Holland, Member at Large |

\* in attendance

PTO Member attendee: Jason Ray, Omar V, Heather Sanderson, Susan Short, Andrea Estrada Loerzel, Tiffany Schiff, Juliana Leigh , Bjorn Paige

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Time	Item	Owner
7:01 pm	Open	Jenny Anderson
	Graduation week recap	Jenny Anderson/ Jim Weider/Bjorn Paige
	1. graduation rehearsal breakfast on June 9 <sup>th</sup> a success	
	a. Coffee bar	
	b. Photo booth	
	c. Wheel spin	
	2. Graduation ceremony; commencement June 10 <sup>th</sup>	
	3. PTO Budget	
	a. Approximately \$1900 in expenses	
	b. Learning opportunity of events and food resonating with seniors will help PTO maximize next year's sponsorship of senior breakfast	
	c. Graduation	
	i. Well prepared	
	ii. Hard to determine trends due to weather impacting lobby flow	
	4. Volunteers were AWESOME	
	a. Both events ready early	
	b. Clean up went very well	
	5. Ceremony highlights	
	a. Superintendent Don Grotting attended commencement as one of a select few ceremonies he attended before his retirement this academic year.	

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	<ul style="list-style-type: none"> <li>b. Live stream and archive on ACMA YouTube channel               <ul style="list-style-type: none"> <li>i. Multiple camera used</li> </ul> </li> <li>c. Traditional events and performances               <ul style="list-style-type: none"> <li>i. Synergy (choir)</li> <li>ii. Student and faculty speakers</li> <li>iii. New this year</li> </ul> </li> </ul>	
	<p>Events through end of School Year needing PTO Board participation and PTO volunteers</p>	All
	<ul style="list-style-type: none"> <li>1. Dance Department – Performance – June, 3,4, 5           <ul style="list-style-type: none"> <li>a. Lead lobby and concession – volunteers needed</li> </ul> </li> <li>2. Graduation rehearsal breakfast for seniors, morning June 9<sup>th</sup> <ul style="list-style-type: none"> <li>a. June 8<sup>th</sup> set up and decorate - volunteers needed</li> <li>b. Plan continental breakfast and supplies               <ul style="list-style-type: none"> <li>i. Plan and purchase</li> <li>ii. Volunteers for day of event</li> </ul> </li> </ul> </li> <li>3. Graduation event (cake, coffee &amp; tea), June 10<sup>th</sup>, 7 pm           <ul style="list-style-type: none"> <li>a. Costco cakes, coffee and tea</li> <li>b. Parking assistance</li> <li>c. Punch PAC seat tickets</li> </ul> </li> <li>4. End of year Pizza lunch, Tuesday, June 21<sup>st</sup> <ul style="list-style-type: none"> <li>a. Complimentary food &amp; drink, plates, napkin &amp; cutlery</li> <li>b. Start set up early morning</li> <li>c. Lunch begins at 11 am and ends by 11:30 pm</li> <li>d. Pizza Schmizza, Cedar Hills, will provide cheese pizza by 10:45 am</li> <li>e. Volunteers needed</li> </ul> </li> </ul>	
	Budget	Jim Weider
	<ul style="list-style-type: none"> <li>1. Budget \$22,000 [rounded up] raised Year to Date           <ul style="list-style-type: none"> <li>a. Excellent accomplishment without Spectacular this school year</li> <li>b. Final funding request due before June 30, 2022               <ul style="list-style-type: none"> <li>i. Dance department expected request yet to be received; will reach out to Jason Davis directly regarding NW Regional Dance competition and event</li> </ul> </li> <li>c. Break even this year is projected</li> </ul> </li> </ul>	
	Principal's Update	Bjorn Paige
	<ul style="list-style-type: none"> <li>1. Remaining schedule and events           <ul style="list-style-type: none"> <li>a. Last full week of classes June 13-17</li> <li>b. GSA Open Mic – Friday June 17</li> <li>c. No School, Monday, June 20<sup>th</sup></li> <li>d. Early Release, Tuesday, June 21<sup>st</sup></li> </ul> </li> </ul>	

- e. Field Day/All School Pizza Lunch – Tuesday, June 21<sup>st</sup>
  - i. Carnival games, table tennis, board games, pie toss and other fun
  - ii. Pizza and snacks sponsored by PTO
    1. PTO sponsorship includes gluten free diets included, Nutrition Services will aid reaching students with dietary needs
- f. Grading Day, Wednesday, June 22<sup>nd</sup>
2. Preview of 2022-2023 early events
  - a. Monday, August 22d, ACMA Day; early morning to later afternoon
    - i. School pictures
    - ii. Tour of school
    - iii. School information distributed, fee payments
3. New ACMA Students First Day, September 6<sup>th</sup>
4. All students First Day, September 7<sup>th</sup>
5. First Friday's; Principal Talk and Coffee, hope to be in person, PAC lobby
6. Third Friday of each month virtual Principal Talk
7. Fall Fest – fall & Halloween event at the end of October
8. Theatre musical – Chicago – November 2022
9. SAVE THE DATE: Spectacular (PTO Annual Fundraiser): February 17-18, 2023. Returning after two years
  - a. Features showcase of student performances and artistry
  - b. Two nights (Friday and Saturday)
  - c.

## Principal Update

Mr. Paige

- a. Open Mike May 11<sup>th</sup>
- b. Seussical – May 12-14
- c. New ACMA Parent Mixer, May 20<sup>th</sup> 9:30 am
- d. One Act – May 26-May 28
- e. Early Release May 25<sup>th</sup>, and June 21<sup>st</sup>
- f. Prom – Junior/Senior May 20<sup>th</sup> at Victorian Belle
- g. First Friday, June 3<sup>rd</sup>
- h. Dance Department Performances June 3<sup>rd</sup> and 4<sup>th</sup> at 6:30 pm
- i. June 5<sup>th</sup> – PAC stage is painted as scheduled maintenance
- j. June 9<sup>th</sup>, graduation rehearsal and senior breakfast
- k. June 10<sup>th</sup> graduation at 7 pm in ACMA PAC
- l. June 21<sup>st</sup>, last day of school and fun activities and pizza
  - i. Early release – 12:05 pm

Time	Item	Owner
	<p>PTO Board Wrap Up and Thank you</p> <ol style="list-style-type: none"> <li>1. Volunteers throughout 2022-2023               <ol style="list-style-type: none"> <li>a. Your time, talent and treasure has been greatly appreciated and made it possible for the PTO to support students, ACMA programs, performances and showcases this year! THANK YOU!!</li> </ol> </li> <li>2. ACMA family donations – THANK YOU!!</li> <li>3. PTO Board Opportunities – PTO has prioritized filling the following roles for 2022-2023               <ol style="list-style-type: none"> <li>a. Secretary – primary duty is to take meeting minutes</li> <li>b. Shadow Treasurer – (2023-2024 Treasurer Opportunity)</li> <li>c. Member at Large                   <ol style="list-style-type: none"> <li>i. Teacher Appreciation Committee – support continual support of faculty and ACMA staff</li> <li>ii. Dance Department Committee – coordinate PTO support of the Dance department, especially department performances</li> <li>iii. Theatre Department Committee - coordinate PTO support of the Theatre department, especially department performances</li> </ol> </li> <li>d. Other PTO Board opportunities                   <ol style="list-style-type: none"> <li>i. Shadow any PTO Board role</li> <li>ii. Member at Large is a great way to be a part of a fun group of parents; be actively involved in ACMA; fulfill personal volunteer goals; Share your ideas, talent, time and enthusiasm for ACMA</li> </ol> </li> </ol> </li> </ol>	PTO Board
7:55 pm	Adjourn	Jenny Anderson