

**ACMA PTO Meeting Minutes**  
**May 14 2018**

Attendees: Carol Biederman, Jami Curl, Catherine Healy, Lisa Nilsson, Kerry Gelhar, Bjorn Paige, Damarise Davis, Kathy Leis, Jenny Anderson, Seona Zimmerman, Kerry Gellhar, Lorien Tenney, Jennifer Means, Judy Turner

**Call to Order and Minute Approval**

Carol called the meeting to order at 7:02 p.m.

Meeting minutes for April: Carol motioned to approve, Jami seconded. The minutes were approved.

**Old Business:**

Spectacular:

- Carol purchased two new cash boxes and a Square to donate to the PTO.
- Linda put out a request for food donations for Friday night for concession sales. May need to supplement with a Costco or Walmart or Dollar Tree run.
- We have sold 169 tickets to Friday Night's show; 127 tickets for Saturday's.
- Email reminders are being sent to families (another will go out tomorrow).
- Concessions are covered; gallery art sales covered; ushers covered.
- Volunteers should arrive on Friday at 3:30.
- There will be cleaning happening in the PAC on Wednesday at 12:30.
- Kerry Gelhar showed some of the posters she created featuring classic ACMA artwork.
- Confirmed we will be selling tickets at the door.
- Jenny will have her daughter filming the "first Spectacular". Jason indicated that the whole evening will be filmed.
- We will have tiles for the bags. The bags are being silkscreened (50).
- There will be a documentary about the school. Adin shared the first couple of minutes of it.
- Bjorn said he'll have some words/a pitch prepared. Need to think about how he and the Board complement each other. Cam has agreed to speak. Would like to have Ethan and Kevin Bennett (cameras) as well.
- We will email anyone who bought through Eventbrite with their tax receipt.
- Volunteers should arrive at 11:00 on Saturday to prepare the main building.

Grad Night:

Will be held at Indoor Goals. Volunteer/chaperone needs still to be determined. Food will include a taco bar. Only 10 tickets sold so far, but expect to pick up as we get closer.

The Move:

Last day in this building is June 19<sup>th</sup>.

**New Business**

Carol:

- President's and Vice President's responsibilities are somewhat fluid. VP is intended to be the President's shadow and become President the following year. The VP helps field questions and learns the ropes and takes on special projects. The President oversees quite a few things: preparing an agenda and running the meetings; the President is not expected to run any committees, but often takes on more responsibilities.

- Secretary is primarily responsible for taking meeting minutes, bringing them to the meetings and publishing them after the fact in Google Docs.
- The treasurer is responsible for reconciling the bank account monthly using Apple software, writing checks for reimbursements and watching the budget.
- Fundraising Coordinator needs to understand what we raise funds for and how much we need; needs are significant (approx. \$80K/year). Need to grow and promote Family Fund and Corporate Donations initiatives; also, help drive primary fundraisers such as the Spectacular. The Coordinator needs to identify opportunities for additional fundraising activities (e.g., restaurant nights, Facebook, etc.). Because every department does their own fundraising, need to look for ways to improve coordination and collaboration so that departments aren't bumping in to each other.
- Media/Communications Coordinator manages the website and social media sites. Coordinates reaching out to current families and future families. Kerry Gelhar and Kevin Allen will be co-chairing this role for 2019-2020.
- Volunteer Coordinator is responsible for making pleas for help. Still need to fill this role.

Carol indicated we need to officially elect new officers.

- Jami Curl nominated for VP: Carol motioned; Lisa seconded
- Jenny Anderson nominated for Secretary: Carol motioned, Jami seconded
- Kathy Leis for Fundraising Coordinator; Carol motioned and Catherine seconded
- Kerry Gelhar and Kevin Allen nominated for Media/Communications Co-Chairs; Carol motioned and Catherine seconded
- **Positions that still need to be filled: VP and Volunteer Coordinator**

## Reports

Principal's report (Bjorn Paige):

- Middle school social was held, as was prom. Big success.
- AP testing has been occurring.
- May 8<sup>th</sup> was the teacher walk-out day.
- June 8<sup>th</sup> is graduation and 14<sup>th</sup> is the last day
- June 19<sup>th</sup> is the last day on the campus; must be packed up for movers. After movers leave, salvage will occur (for items not taken). Following that, demolition. Cameras will be located on PAC so that we can see what's happening. June 20<sup>th</sup> is first day at Timberland.
- July 8<sup>th</sup> – 12<sup>th</sup>, Bjorn and Margaret will be on vacation.
- ACMA day 12<sup>th</sup> of August; 21<sup>st</sup> is back-to-school date.
- First "new to ACMA" day is the 26<sup>th</sup> and all students on the 27<sup>th</sup>. Those dates could change depending on negotiations. Could be pushed by a week.
- Still considerable cuts to budget. Much has happened since original budget provided, so unclear what the impact will be relative to staff numbers. Early release and number of instructional days may change.
- Bjorn noticed this year that we are an emotional school – students, parents, staff. We care deeply for our kids. We are seeing an increasing number of kids in crisis. Bjorn, Culia and counselors help as much as they can, but as we move into next year, we'll need to increase awareness of what they are facing and what we can do to help students support other students (e.g., are you stepping in when you see a student in crisis?). Lastly, as parents, how do we step up to help kids (our own or others)?
- We are also school of wild talent and creative enterprise. What are we going to do at Timberland to keep arts front and center? (Timberland is a conventional school.) For example, maybe we have a monthly mic night.

- ACMA is getting new Chrome books next year. Maybe Day 1...TBD. Will be a step up from what students currently have.

Treasurer's update:

The Family Fund had a great first year. Need to remind parents that corporations will match. We are making some money off Box Tops and need to find out who is driving that. Bank account balance is \$20,799. Money for Spectacular gets deposited after the event. Started with \$35,850. We've spent \$28,457. Asked for reimbursements to be turned in by June 30<sup>th</sup> (emailed with receipts or put in Treasure's box). For art magazine, spent \$200 less than budget.

Graduation/Senior Breakfast update:

Already have graduation breakfast ordered from China Delight and pizza from Pizza Schmizza for senior picnic on June 7<sup>th</sup>.

Fundraising update:

There is a Pizzicato fundraiser that will be supporting the PTO on Tuesday, May 21<sup>st</sup>. We'll advertise it at the Spectacular.

Other New Business:

One parent suggested having the PTO purchase cell phone pockets for classrooms that students can put their phones in when they come in to class (some even have charging stations). Some teachers here believe those would be helpful. We would need to determine cost and volume. Also need to consider the liability placed on teachers or the school.

Carol adjourned the meeting at 8:58.