

GENERAL MEETING MINUTES

Alliance Charter Academy's PTO General Meeting Minutes

Date, Time, and Location: September 17, 2024. 3:30pm at ACA Cafeteria

Meeting called to order by: Kate Hansen at 3:38pm

Attendance:

Officers:

President: Kate Hansen

Treasurer: Lauree Ortman

Secretary: Jana Holland

VP of Membership: Rachael Guenther

ACA Admin: Shelly Smith

Volunteers: Jenny P.

Guests: Claire K., Beth H., Jessica S., Lindsay F.

Officers' Reports:

President: given by Kate Hansen

1. Welcome
2. Membership Forms
 - a. 48 collected forms, so far, this year.
 - b. Drawing- Heather Young won the Coffee Corner tab
 - c. The forms are helpful so we can refer back to them when looking for a volunteer.
3. PTO Introductions, history of PAT to PTO.
4. Attendees introduced themselves and shared why they are at the PTO meeting.
5. Events:
 - a. Ice Cream Social Feedback
 - i. Student feedback "line was too long".
 - ii. "I found 1 stick on the ground. With all of those kids, I would have expected more trash on the ground".
 - b. Upcoming Events:
 - i. Facebook is a great place to check for our current events
 - ii. OC Papa Murphy's Fundraiser Sept. 18
 - iii. Pizza Thursdays will start Oct. 3- need volunteers
 - iv. Cards for a Cause starts Oct. 14
 - v. Trunk-or-Treat on Oct. 24 at 3:30pm

- vi. Staff Appreciation Day- Nov 4 & 5- would be great if we could find someone to get coffee for staff
- vii. Beadlock Coffee Fundraiser- ongoing in the PTO corner or online.
- c. Volunteer Opportunities
 - i. Pizza: 2 cashiers and 2 servers each week
 - ii. Ball Cart for playground: AM & PM each day
 - iii. Coffee Corner shifts: sit in the coffee corner and assist customers
 - iv. Bottle Drop: collect ACA cans, put in blue PTO bags and take to Bottle Drop
 - v. Taxes: if someone can help the PTO fill out the form so the PTO goes from private to public organization (one time thing).
 - vi. New PTO Roles/Officers:
 - 1. Officer Role: Treasurer starts next year, the 25/26 school year. Could shadow Lauree for this year to get to know the position.
 - 2. Food Corner coordinator: seek out volunteers to take shifts, shop for supplies, rotate through supplies
 - 3. Fundraising Officer or volunteers to help contact businesses to donate items.
 - a. Examples: Coffee from Starbucks, gift cards to use as prizes, food that could be used for different PTO events
 - 4. Volunteer Coordinator: Oversees PTO volunteer needs, advertises, recruits volunteers.
 - 5. Vice President/ President Elect

Treasurer: given by Lauree Ortman

- 1. Lauree reviewed the PTO projected budget for the 24/25 school year.
- 2. Lauree reviewed the PTO up to date budget for the year.
 - a. PTO bought the Welcome Back sign for ACA.
 - b. PTO came in under budget for the Ice Cream Social.

Upcoming:

Event/Meetings:

- 1. Pizza Thursdays Oct. 3
- 2. Cards for a Cause Oct. 14
- 3. Trunk-or-Treat Oct. 24
- 4. Staff Appreciation Nov. 4 & 5

Fundraiser:

1. Papa Murphy's Oct. 18
2. Beadlock Coffee- ongoing

New Business:

1. Suggestions from attendees:
 - a. Movie night
 - b. Family dance party night

Next meeting is November 12 at 3:30pm

Meeting adjourned at 4:25pm

Minutes compiled by Jana Holland, Recording Secretary