Wednesday April 19, 2017

**Allen Parent Council Meeting**

Attendees: Kerry Beal, Michele Barkoot, Takeshia Banks, Noureen Vaid, Adrian Dantzer, Alicia Carroll, Tanya Hill , Elizabeth Peters, Heidi Harris, Karen Meints, and Caitlin Rowe.

* 5:30 Meeting called to order
* 5:35 Kerry Beal
  + Return to Home Allen School has been going well, children are adjusting. Staff and children are all happy to be back.
  + Fourth graders will begin M step testing week of May 8th.
  + Fifth graders are looking to close their journey at Allen Elementary with field trips, Instrumental music assembly and graduation day.
  + Square 1 Art tile placement discussed.
  + Multicultural night and scholastic book fair mentioned as well as that Principal Beal will attach need for volunteers to her emails she sends out to parents.
* 5:42 Allen sign at main entrance
  + The sign is peeling and looks warped Noureen stated she is willing to paint and wanted approval. Kerry stated it was on her agenda as well. It will be discussed between the two and should be completed over the summer.
* 5:45 Square 1 Art
  + $800 for tile wall since there was a 33% profit obtained related to receiving 148 orders.
  + Caitlin Rowe handled transactions and stated it was two separate transactions.
  + Items should be delivered in about two weeks, there is a two week turn around.
  + Caitlin has money that she gave to Elizabeth (Treasurer) and stated that a check is to come although concern it is made out Allen Elementary opposed to the Parent Council. It was stated by Caitlin that this happened before with Barnes and Noble and Kerry stated that it has happened and it's not a concern, since they have handled it before.
  + Placement goal is to have it built on the retaining wall.
  + Currently looking for someone to build the tile wall. Tanya mentioned a friend that she knows and will provide name and number to Michele or school.
* 6:00 Multicultural Night (Heidi)
  + Hours of operation is 5:30 pm to 7:30 pm on April 26th.
  + First group is to perform at 5:45 pm, desire is to have more.
  + Hope is to get Zingerman’s to donate, which they stated they would.
  + Michele suggested going to high schools to recruit for performers. Heidi has already contacted Pioneer, Huron, Community, Tappan and Scarlett about coming and possibly volunteering.
  + Volunteers still needed for table monitoring and card table which ingredient cards are important for allergy awareness.
  + A half page flyer will be going home with students Monday or Friday as a reminder.
  + Principal Beal reminded teachers of Multicultural Night at staff meeting today.
  + The event and volunteer needs will be on Facebook and E-Blast.
* 6:10 Scholastic Book Fair (Tanya)
  + Scheduled for April 24th – April 28th.
  + Word of mouth is important with this book fair, be sure to tell other parents about event and need for books especially chapter books.
  + 250 more books needed, goal is for each child to get one free book. Donations can be made outside of the office door or in the classroom until Tuesday.
  + At the Book Fair, books will be on display by grade level
  + Eight more volunteers are still needed.
  + Preview of Fair is Monday and Tuesday and purchases begin on Wednesday. Friday morning it will be picked up and accounting will be completed.
  + Theft concerns related to last year especially trinkets missing discussed. Tanya stated that she has suggestions to avoid this, this year.
* 6:20 Spaghetti Dinner
  + It was an event that was done in the past, current fifth graders are only ones that have participated.
  + Parents coordinate, teachers serve it serves as a community builder.
  + It was suggested doing it this year. Second suggestion was to have it early next year as a community builder especially since staff has already been through so much and there are activities already set up for the upcoming months.
  + Spaghetti dinner can also be done with a pancake dinner.
  + Caitlin stated she is willing to coordinate for next school year.
  + Idea of can food drive taken place during this time as well.
  + To make it easier for all families it usually is done where a grade is responsible for an item. Example; fifth grade spaghetti, 4th grade bread, 3rd grade salad and ongoing.
* 6:27 Restaurant Night
  + Suggestions of a give back dinner to be completed.
  + Restaurants mentioned are Chiptole 50% of profits go to school and Blaze where 20% of profits come to Allen Elementary.
  + Goal is to hear back and have this scheduled in May.
* 6:30 Planter Boxes Near Main Entrance
  + The Planter boxes were put in and used by Allen students previously and it was funded by the Parent Council.
  + Only young 5’s have plans to utilize it.
  + Daisy troop desires to use planter boxes as well which was approved by Principal Beal.
* 6:35 Disability Awareness Workshop (Karen M)
  + Karen Meints stated that this is her last year organizing and will be willing to assist whomever takes over next year.
  + Goal of having a parent with a child in one of the lower grades to head discussed and desired this will assist with consistency for a few years. Recruiting/ word of mouth is important with this matter.
  + Currently there are 18 volunteers and a need for 22.
  + It is an all-day workshop for fourth graders on May 3, 2017.
  + Pizza dinner will be provided for all volunteers.
* 6:43 Spirit wear
  + Complimentary towels handed out today for those that ordered previously.
  + Company is willing to work on Spring spirit wear order as a thank you for us being so kind with the delay.
  + Suggestions of how to utilize Spring order
    - Use order for incoming kindergarteners, concern is that it will not be consecutive and considered unfair.
    - Asking if order could be completed in the Fall instead, concern is that company’s busiest time is September through January and we could run into the situation of delayed orders.
    - Ordering T shirts in different sizes, these items can be for purchase at Meet and Greet and Curriculum Night. This currently is the best idea.
* 6:50 Science Olympiad
  + Is moving forward no concerns stated for organizers at this time.
  + Main event to take place June 3rd at Pioneer High School.
* 6:52 Cards signed for Burns Park and Pittsfield PTO that were generous with helping us at Allen West.
* 6:54 Fifth grade commencement (Michele Frasier)
  + Parent Council assists with funds and congratulation to fifth graders that will be leaving.
* 6:56 Grade Level Family Fun/ Game Nights
  + Fourth and fifth grade have had Fun Nights which were successful.
  + Some parent council members stated they will plan for their grade level.
  + A reminder that Parent Council provides funds to assist with this was stated.
* 7:00 Country Fair
  + Will take place on June 9, 2017 at Home Allen’s hilled area.
  + Items solidified at this time are Bounce House, DJ, Petting Farm and food.
  + Food consists of Pizza, Hoagie, Ice cream and Burgers, the man who made Burgers last year will come with a bigger setup to assist with the flow of the line.
  + Renting Lawn games also discussed.
  + Prices to be discussed with remembering that free wristbands were given to Fun Run raisers that raised more than $150.
* 7:10 Board Member Voting
  + Information to be sent out that a re-election will occur.
  + All current members are willing to serve next school year. It is advised that individuals only commit for two consecutive years.
  + By laws of those to serve include President, Treasurer and Secretary. Our school functions with a Vice President and Deputy Treasurer as well.
  + An Amendment for PTOC to be a seat in Allen Parent Council By-laws. No vote.
* 7:20 Meeting Adjourned (by Heidi, second by Noureen)