

ACEC BOARD MEETING

May 13, 2014

Present: Jean Maurice B*, Jillian A*, Joanna M*, Nichole V*, Rhonda R*, Julie L*, Jennifer B, Kathleen H, Kim K*, Tracy R, Christina J, Jennie E-K*, Tammy T*

Joint Meeting with Roosevelt

- I. Welcome and Introduction
- II. Principal's Report
 - A. There are a number of upcoming events. PJ reminded everyone to continue to check the school, district and community calendars on the NJSD website
 - B. Teacher Appreciation Week – Sincere “thank you” from PJ and the entire staff
 - C. Principal interviews
 1. Screenings held the week of 5/5; parent representatives and teachers were involved in the screenings
 2. Three finalists will be interviewed 5/15
 - D. PJ thanked everyone for their cooperation, collaboration and hard work during his tenure at RO and ACE
- III. Chair Persons' Reports
 - A. JMB
 1. Reminder that everyone is invited to the Alliance 10-year Anniversary celebration
 - a. Food will be served
 - b. Murphy brothers will perform for 90 minutes
 - c. Book giveaway while supplies last (grant from Kings Daughters and Neenah Education Foundation)
 2. Some of the letters on the die cut machine are wearing out
 - a. We will replace those letters and split the cost between RO and ACE
 - b. JM offered to place the order to receive a discount
 - B. MZ
 1. Teacher lounge spruce up
 - a. Deep cleaned the lounge
 - b. Purchased plates, bowls, forks, towels
 - c. Equipped with a toaster, as well as some K-Cups
- IV. Outdoor Enhancement Project
 - A. This year, we received the Lowe's grant (\$2,300), as well as one from Quarry Quest (\$1,000) to be used toward outdoor enhancements, to include a new “outdoor classroom”
 1. Thank you to JM to putting together the Lowe's grant application
 2. We're in search of landscape design help
 - a. We will appeal to parent and teacher communities for designing landscape, garden, etc.
 3. Estimated timing – the week of 6/16

4. MV, with help from the district, will remove existing materials, and will use a 2-phase approach to finish the seating, installation, etc.
5. We will use Sign Up Genius to appeal to parents for help
- B. Peace pole - Teachers would like to plant the peace pole, incorporating it into the proposed outdoor classroom
- C. Outdoor gardens
 1. There is currently a hay bale in the place of a future outdoor garden to test the placement and neighborhood response
 2. SCA has a grant that we would like to apply for to enhance our outdoor garden area, but we first must decide what will work best for the garden, where the best location will be, and what is feasible for RO/ACE
 3. RR extended an ongoing invitation for anyone looking to split their perennials: please consider donating them to RO/ACE outdoor projects
- V. 14/15 Book Fair
 - A. Alliance will participate in the Scholastic Book Fair this Fall
 - B. NV will lead the project
 - C. Roosevelt will decide if they would like to join the Fall fair and split the proceeds
- VI. 14/15 RIF strategy
 - A. We have an opportunity to change the RIF spending procedures for next year
 - B. One option is for a 3rd book, to establish a Fall, Winter and Spring giveaway
 - C. Second option is to continue with two book giveaways, but look at more expensive books
 - D. JMB motion to give a 3rd book next year; NV seconds the motion; decision unanimous, motion passed
- VII. Summer School library donation request
 - A. Last year ACE and RO agreed to donate toward the purchase of prizes for the Summer School program
 - B. JM created prize buckets as reading incentives
 - C. Each school will talk during individual meetings to determine the amounts they're willing to donate to the program
- VIII. Student experience residency
 - A. Jennifer Stevens, Iroquois Potter
 - B. Jennifer lives in the area, and has recently done a program in AASD that received very good reviews
 - C. We have the option of a one-week or a two-week program
 - D. Oneida have a cultural grant program that will cover \$1,400
 - E. Grades K-3 will work on pots using the pinch pot method, and will touch on the history of Iroquois pottery
 - F. Grades 4/5 will work on "Pot of thoughts" and will discuss traditional pottery uses and meanings
 1. Hands-on workshop and making of a class pot
 - G. She will make an initial presentation to the whole school, and the event would include teachings on Oneida culture and music
 - H. The 2-week option would include/incorporate other Oneida representatives to do additional presentations
 - I. Teachers agreed that two weeks would not be too disruptive to schedules
- IX. Book Room Help Needed (inventory and alphabetizing)

- A. JM has requested additional help in the book room, reshelving, taking inventory and cataloguing
- B. Times for reshelving are flexible, but must be done between the last day of school, but before summer school starts, if possible.
- C. CJ, JEK offered to help
- D. Additional help offers can be directed to Mrs. Monroe
- E. Parent reps will send out an appeal to parents for additional help
- X. Talent Show – May 30th, 10:00am
 - A. 25 acts in the first rehearsal
 - B. 2nd and final rehearsal May 23rd (ACE noon – 1:15)(RO 2:15 – 3:30)
- XI. Crossing Guard Recognition
 - A. During teacher appreciation, we usually recognize them, however, they were overlooked during that week this year
 - B. Each school will plan to give one \$25, for a total of two (one for each crossing guard)
- XII. Fridge in the teacher's lounge is starting to fail
 - A. PJ will put in a request to have it fixed and/or replaced

ACEC Board Meeting

I. Welcome and Introduction

II. Approval of Minutes

A. Approval of April Minutes

1. JEK Motion to approve; JMB 2nd; Approved Unanimously (1 abstention)

III. Reports

A. Principal's Report (Phil Johnson) - nothing specific to Alliance to report

B. Teacher's Report (Teachers)

1. Time for Kids Magazine subscription

- a. BJC and SM had received a Time for Kids subscription as a gift from parents, and they're wondering if they can continue that through the ACEC budget

- b. Decision was made to allow them to continue the subscription

2. We will not be holding an end of the year picnic this year, however, at 11:30 on 6/3, families can come and have a picnic lunch with their child/children
3. Teachers are determining when they will be using their summer curriculum hours, matching tests and cards, reevaluating, continuing virtue study, etc.
4. JL moving rooms to Mr. Schultz's room over the summer

C. Education Coordinator (Joanna Morey) - Nothing new to report

D. Treasurer's Report (Tammy Tatro)

1. More expenses coming before year end, but we are expecting additional matching funds from the Knowledge-a-thon to balance these expenses
2. Teachers have money left in this year's budget for Montessori supplies
 - a. Teachers plan to talk about this on Friday

E. Parent Reps' Reports (Nichole Verhagen, Kim Krause & Shanda Stachurski, Jennie Eastman-Kiesow) – Nothing new to report

F. Chairperson's Report (Jean Maurice Boyer)

1. JMB expressed the need to determine a date and agenda for the end of year and annual meetings
2. An email requesting nominations for open board positions has been distributed

IV. Agenda Items

A. Donation to the summer library program

B. JMB made a motion to donate \$150 (increase from the \$75 request); JA 2nd; Unanimous approval; motion passed

C. 10 Year Celebration Update

1. We will no longer be fundraising to pay for the 10-year celebration; because this is already in the budget, this should not cause a problem, but please contact JMB with additional concerns
2. We will be having a book giveaway, thanks to a grant from King's Daughters of Neenah Menasha and the Neenah Educational Foundation; this giveaway will be held in the classrooms between the office and the 1/2/3 classrooms
3. PR Information
 - a. Invitations have been set up and RSVPs are being collected in one spreadsheet; posters are being distributed to elementary and middle

schools, as well as the high school; Jim Strick will be placing information on the NJSD site with a banner, and will be sending out a news release to alert local media to the event

4. Food has been taken care of, and will be sold and served by the Knights of Columbus at the event; Thank you JB for handling this
5. We will send and appeal to request a canopy for food volunteers
6. JMB posed the question to teachers: do you need help preparing or cleaning for the event? There was a consensus that preparation was minimal and taken care of
7. Members of the team are interviewing graduating seniors and will have those interviews and videos to loop in the gym on a screen
8. LM said that music and audio equipment are ready to go
9. We will send out a sign-up genius requesting volunteers to help set up and clean up
10. KH is working to update the bulletin board, and would like to include current class pictures, as well as original class pictures; we hope to display other albums and memorabilia during the event as well
11. We plan to keep decorations to a minimum for the event, but KH is looking for an old vinyl sign, and a time was set up (5/29 after school) to work on a solo cup design in the fence outside
12. Appeal to teachers to please make sure students can clean up their areas that Friday so shoes, backpacks and personal items aren't littering the floors
13. We will need to cone off parking area so people don't park on the blacktop outside
14. Quilts – there was a discussion about how to use the quilts and a fundraiser; JL will look into the legalities of certain types of raffles and auctions to determine how to fundraise for these items

D. End of Year Teacher's Gifts

1. Parent reps are taking the lead on getting end of year teacher gifts organized

E. Upcoming Meetings:

1. 14/15 Budget Meeting – May 27th, 6-8pm; Neenah Public Library;
2. June ACEC Meeting – June 9th, 8-9am
3. Annual Meeting – Date TBD
 - a. From bylaws: The Annual Meeting of ACEC shall be held each year by the 31st of May, at a time and place to be determined by ACEC. The purpose of this meeting is to review the year, and assess needs and goals for the future. The Annual Meeting should be a small group meeting separate from the regularly scheduled monthly meeting, although feedback and ideas from Alliance families should be included.
 - b. This meeting is strategic in nature
 - c. KK and JMB will meet to determine a date and agenda for this

V. Parent Forum/Open Discussion

- A. Annual Keyboard Cleanup will be held after the 6/9 ACEC Meeting
- B. Parent Reps will contact classes to advertise the end of year ACEC meeting
- C. Thanks to DO and his relationship with Great Harvest, they have provided a \$100 donation to Alliance, even though we did not win the chance to work with them

1. The Animal Shelter won (again) and has now reached the maximum number of years winning, so we were strongly encouraged to apply again next year

VI. New Business – to be discussed at the next meeting (6/9 at 8:00 a.m.)

Motion to Adjourn JL

2nd NV

Adjourned 8:32