

# Kaneland Blackberry Creek Elementary School PTO



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## Kaneland Blackberry Creek PTO Agenda Thursday, February 2<sup>nd</sup>, 2017 at 7:00pm in the LRC

*All guardians who have children attending Kaneland Blackberry Creek Elementary School are members of the PTO and are invited to attend meetings. Meetings are held once a month during the school year. Please visit the KBC-PTO website to verify meeting dates and times. All KBC-PTO meeting minutes are on the PTO website.*

In Attendance: Beverly Anderson, Kim Bartkowiak, Christine Isaacs, Julie Keen, Jennifer Lycan, Laura Marler, Brook Noring, Diane Pierson, Dan Randall, Erin Slattery, Kathy Spence, Kathy Webster

**I. Call to Order:** Julie Keen called the Friday, December 6<sup>th</sup> meeting to order at 9:15. Julie began with introductions and passed around Thank You notes from the staff.

### **II. Executive Board Reports**

- a. Secretary's Report – *Motion by Kimberly Bartkowiak to waive reading the remainder of the December 6<sup>th</sup>, 2016 PTO meeting minutes, and to be approved as written and distributed. Motion second. All in favor. None opposed. Motion carried.*
- b. Vice President's Report – Julie Keen reported, for Denise VanDeVeire, that they priced a freezer for \$450.00 plus delivery from Sears. They will deliver and remove the old freezer on a Saturday, to cause the least school disruption. She will need to have the lock removed. Kathy Webster said to arrange a Saturday with her. It will be 2-3 weeks for delivery. ROE will need to approve – Kathy Webster suggested that with delivery time, to order the freezer then put the request in – there should be no problem since it is the same freezer. *Erin Slattery motion for \$600.00 to go toward the freezer and delivery. Motion second. All in favor. None opposed. Motion carried.*
- c. Treasurer's Report – Laura Marler reported the following expenses and income:
- | EXPENSE (Dec. / Jan.):                                    | INCOME (Dec. / Jan.)::                      |
|---|---|
| - Barnes & Noble: \$196.28                                | - Barnes & Noble - \$439.61                 |
| - Credit Card Processing - \$8.19/\$4.83                  | - Box Tops: \$1,052.60                      |
| - Game Night - \$66.00                                    | - Daily Raffle: \$200.00 (sponsor)          |
| - 4 <sup>th</sup> grade - \$512.59 (bounce chairs)        | - Run for Fund - \$50.00 (parent match)     |
| - Specials - \$311.85 (music)                             | - Spirit Wear: \$207.00                     |
| - Spirit Tags: \$48.10                                    | - Trivia Night: \$995.00 (tickets & raffle) |
| - Office: \$19.87 (taxes)                                 |   |
| - Planter Beautification: \$20.00                         |   |
| - Teacher Appreciation: \$50.00 (retiree G.C.)            |   |
| - STEM: \$1,777.69 / \$641.33 (green screen/Makers Space) |   |
- d. Communications Report – Kathy Spence and Brook Noring reported that there will not be a newsletter this Sunday - she will send out a reminder for FKO on Thursday.
- e. Fundraising Report – Julie Keen reported, for Lisa Tingler, to please remember to contribute to your raffle baskets for Open House. Also, the End of Year picnic is coming, please contact Lisa or Christine if want to help.

- IV. Principal's Report** – Kathy Webster reported for Martne:
- They would like to add a Principal of the Day item to raffle at the Open House.
  - Valentine's party will be at 2:30pm, please be sure you are scanned.
  - The Music Concerts have begun and dates for classes are posted.
  - Kindergarten Registration and EC registration will be Feb 25th
  - We welcome new secretaries: Julie Orphal and Jill Hanson
  - Wednesday, yesterday, was Global Play Day - students had a day of free play.
  - NEW: They are working on creating a Student Council. It will consist of 4th and 5th graders with a board and homeroom rep. to help get the kids to spread the Core Values.
  - The Free Little Library post is installed. They believe they can get GaGa Ball installed if the snow stays away quickly as well.
- V. Faculty Advisor's Report** - Diane Pierson reported that 5th grade plans to use their grade level to watch the movie WONDER in April. Kindergarten will use their funds to purchase new incubators.
- VI. Old and New Business**
- Kimberly Bartkowiak reported for the joint PTO meeting:
    - There were many projects discussed and we will receive PDF regarding these in hopes for the PTO to get out in newsletters and other communications. Among these are the Rosedale Project, Empathy for Parents class, Sports Booster, and the Citizen Advisory Committee information. When Kim receives this list with attachments she will forward to communications.
    - STEM night will be held at Harter Middle School on March 20<sup>th</sup> at 6pm.
    - During Spring and Fall Kaneland joins with NIU with their student teachers. In the Fall they are in the classroom full time and with Spring they are here Tuesday – Thursday. If you have seen letter home from these students – that is why they are there.
    - February 27<sup>th</sup> at 6:15pm at Harter Middle School there will be a Gallery Walk of the new Strategic Plan – information about the plan is available as well as people to talk to with any questions or comments.
    - February 25 will be the Kindergarten Fair at Harter Middle School again. Please be set up by 8:00am and we may arrive as early as 7:00am to begin set-up. Blended Early Childhood will have a table as well for registering. One PTO is having kindergarten parents sign up for newsletters and emails at their table and if they do enter them in a Free Spirit Wear Sweatshirt raffle.
  - Classroom Baskets - Julie Keen reported they will be held in the MP room.
  - Next Year Intentions – Julie Keen requested that everyone would start thinking of their plans for next year and let her know, preferably, by the next meeting.
- VII. Committee Reports**
- Assembly – Pro Kids Assembly scheduled April 28<sup>th</sup>. That evening there will be a Family Night assembly at 6:30pm.
  - Box Tops – Thank you for continuing to cut during meetings.
  - Butterbraid – Julie reported forms going home Feb. 13<sup>th</sup>. Still do not know details of product.
  - Classroom Baskets – Open house is March 9<sup>th</sup>.
  - Epic Air Night - Kimberly confirmed that the event is Thursday, March 2<sup>nd</sup> from 4-7.
  - Family KNIGHT Out /McCare KNIGHT - Kimberly Bartkowiak reported our next night is at Potbelly's on February 9<sup>th</sup>.
  - Family Science Knight – Julie reported that the event is February 24<sup>th</sup>. Experiments are getting chosen and they will be selling the take home pickles experiments during the event. For every

one sold the school will get one free. The event is same day as a science assembly to help tie in the theme. Time is 6-8pm. Mrs. Galvan has stated she will get all the volunteers to give parents the ability to participate with their kids.

- h. Barnes & Noble Holiday KNIGHT - The Holiday Barnes and Noble Reading Knight earned us over \$439.61, along with over \$300 in books (over 50 books) purchased for the Birthday Book shelf in the office. Thank you for the input from grades 3-5 teachers for book selection. Thank you to all teachers who came out and helped us with the event!
- i. Fun Lunch – Next one will be February 22<sup>nd</sup> – Burger King.
- j. Kane County Cougars Reading – Log in your reading!
- k. Spirit Tags - All tags should have been distributed from previous Family KNIGHTS.
- l. Trivia KNIGHT - Tomorrow night! Online auction will go until 12pm tomorrow then switch off to go live during Trivia. Anyone who has not registered to online to bid can get a bid number when they check in at the Lodge. Tickets for 50/50 will be sold and we will sell tickets at the door for \$25 a person. So far we have earned over \$800 in the auction and over \$100 in the 50/50!
- m. WATCH D.O.G.S. – Laura Marler would like communications to advertise that the program only runs through April – there are NO Watch D.O.G.S. during the month of May.
- n. Yearbook - Kimberly reported she is hoping to have it ready for parents to begin purchasing next week.

#### VIII. Open Discussion:

- 1. It was discussed that parents may need additional reminders of the change in morning drop off.

Next meeting will be Tuesday, March 6<sup>th</sup> at 9:15am in Room 206.

Julie Keen adjourned the meeting, at 7:40pm.

*Once again, all meetings are held once a month during the school year. Please visit the KBC-PTO website to verify meeting dates and times.*

Kimberly Bartkowiak, Kaneland Blackberry Creek PTO Secretary, respectfully submitted the meeting minutes.