

Kaneland Blackberry Creek Elementary School PTO Meeting Minutes

September 26, 2013

In Attendance: JoAnn Tierney, Kelly Mahadev, Lisa Tingler, Angela Rising, Avani Christian, Jan Gramley, Brook Noring, Melissa Scheibal, Jennifer Rosati, Rachel Innis, Erin Slattery, Julie Keen, Laura Marler, Miranda Middona, Martne McCoy, Laura Gampfer, Kathy Webster, Brandie Kottmeyer, Jennifer Lycan, Julie Mondy, Lola Salamon.

As a reminder, all parents who have children attending Kaneland Blackberry Creek Elementary School are members of the PTO and are invited to attend meetings. Meetings are held on a Thursday each month during the school year in the school library at 7:00 p.m. Please visit the KBC-PTO website to verify meeting dates.

The September Kaneland Blackberry Creek PTO meeting was called to order by Kathy Webster at 7:04 p.m.

EXECUTIVE BOARD REPORTS

1. **Secretary's Report:** a motion was made by Kathy Webster to waive the reading of the May 2013 PTO meeting minutes. Second: Jenn Rosati. All in favor, none opposed. Motion carried. A reminder that all KBC-PTO meeting minutes are on the PTO website: <http://www.kbcpto.org/>
2. **Treasurer's Report:** Lola Salamon explained the budget and recent amounts fundraised and spent.
 - Good job with Spirit Wear Sales!
 - Each grade level will receive \$1,000.00 to use towards field trips. Fourth grade has spent \$760.00 for a field trip to the Morton Arboretum.
 - Teacher gifts to stock their classrooms have been distributed. \$100 for new teachers, \$50 for full-time teachers, and \$25 for part-time teachers for a total of \$2,100.00
3. **Faculty Report :** no report at this time.
4. **Principal's Report:** thanks to the PTO for a great start to the school year.

NEW and OLD BUSINESS

1. Reading Café: we will need a new teacher(s) to purchase items for this room (such as furniture). Mrs. Tierney will work with Mrs. McCoy to get this taken care of. Motion by Laura Gampfer for \$1,000.00 for the Reading Care. Second: Lola Salamon. All in favor, none opposed. Motion carried.
2. New building sign: will be installed after Homecoming. Thanks to Laura Marler for her research efforts on this needed sign!

3. Building and principal wish list: Mrs. McCoy will keep us updated with any purchase requests.
4. Missing five gallon PTO water jugs: if anyone has seen these, please let us know. They are yellow Igloo coolers with a red lid, labeled with KBC PTO in black marker.
5. Staff drinking water: we will vote on this at the October PTO meeting, after we hear back from previous donors.
6. Kaneville United Methodist Church: Pastor Avani Christian would like to coordinate church volunteers at KBC with Mrs. McCoy. She also discussed a Fun Night at their church the first night of school in August.

COMMITTEE REPORTS

1. **Assemblies:** Kathy Webster reported that Wendy Beck attended the assemblies convention. There will again be \$2,500.00 this year to use towards assemblies. It was suggested that assembly dates and topics be listed on the PTO calendar so parents are aware of them.
2. **After School Enrichment:** Kathy Webster reported that Robynn Pawlak will be recruiting parents to help teach classes. She has requested a \$1,000.00 budget for this year. Motion by Kathy Webster for \$1,000.00. Second: Jenn Rosati. All in favor, none opposed. Motion carried.
3. **Box Tops for Education:** Julie Mondri reported that Box Tops collections are going good at \$418 so far this year. Every other Friday Julie brings prizes to students who have turned in 25 or more Box Tops. She is looking at classroom prizes for those that collect the most. My Coke Rewards has earned us 36 Frisbees and 48 bracelets for PTO prizes as well.
4. **Bulletin Board:** Laura Gampfer motioned \$50.00 for supplies for the bulletin board. Second: Rachel Innis. All in favor, none opposed. Motion carried.
5. **Butterbraid:** Jenn Rosati reported that there will be two sales this year, one in the fall and one in the spring. Discussed sales incentives such as a VIP table at lunch for those that sell the most.
6. **Family Bingo & Auction Night:** Brook Noring reported that the committee has met several times and is gathering donations for the event on February 1st. This year, classroom baskets will also be an auction item, and a Sign-Up Genius will be used to recruit a parent volunteer from each classroom. Brook has requested a budget of \$1,500.00 for supplies, prizes, decorations, etc. Motion by Kathy Webster for \$1,000.00. Second: Laura Gampfer. All in favor, none opposed. Motion carried.
7. **Family Knight Out:** Laura Gampfer reported that the next FKO will be at Potbelly Restaurant in Geneva Commons on October 17th from 4-8 p.m.
8. **Family Movie Night:** will be held on October 18th at KBC. Water bottles and candy bars will be available for purchase. Popcorn and admission will be free for this first event. Spirit Wear will be available for purchase as well. More details will be out soon. A budget of \$500 was requested by Kathy Webster. Second: Lola Salamon. All in favor, none opposed. Motion carried.
9. **Hospitality/Teacher Appreciation:** Brook Noring reported that they will be providing an Italian buffet night, catered by Ken's Custom Catering, for the conferences dinner in November. There is \$600.00 in the budget to cover whatever parent donations do not cover. Lola will create a

donation spot on the web store for conferences dinner for parents who would like to donate online.

10. **Kane County Cougars Reading Incentive:** Julie Keen reported that the game date is not set yet but will be in May 2014 .
11. **Kids Korner Holiday Shop:** Mrs. McCoy will discuss weekday vs. weekend dates with the staff and report back to Brandie Kottmeyer. Lola Salamon motioned \$100.00 for new supplies. Second: Brandie Kottmeyer. All in favor, none opposed. Motion carried.
12. **Manna Gift Cards:** dates will be out soon.
13. **McCare Nights:** the next one will be in November (these occur every other month). The PTO is looking for someone to learn the ropes this year to take it over next year.
14. **Open Gym Nights:** a chair and volunteers are still needed for these to occur. They will be held at KBC, parents will stay, games can be organized or free choice. These will hopefully be a great way to get the kids moving during the cold winter months.
15. **Planters Beautification:** many thanks to Wendy Beck and Lola Salamon for the beautiful fall planters.
16. **Publicity:** Melissa Scheibal reported that she has been putting out the sidewalk signs for events. A photographer will be coming to the Run for Fund on October 4th. Melissa will also help change letters on the new sign coming in October.
17. **Run for Fund:** will be held on October 4th. Parents can walk, run, or watch their students walk and run. Parents can make posters or signs to cheer their runners on. Kathy Webster motioned \$200.00 for popsicles and napkins. Second: Laura Gampfer. All in favor, none opposed. Motion carried.
18. **School Directory:** Beth Woods completed this and it has been e-mailed to families that signed-up for it.
19. **Spirit Wear:** Jenn Rosati reported that sales are going well. The next order will be placed on September 30th, then the 30th of most months after that (this company may close for two months during the winter). Delivery time is one to two weeks after ordering. Spirit Wear will be available for purchase at Family Movie Night.
20. **Welcome Committee:** Kathy Webster reported that Lisa Siblik will be updating the letter/packet for this year.
21. **Yearbook:** Jennifer Lycan reported that this year, the PTO will be switching to a new company called Picaboo. Yearbooks can be personalized with family's own pictures (more like a photo book). More details will be coming soon.

The next meeting will be on October 24, 2013, at 7 p.m. in the KBC library.

The meeting was adjourned by Kathy Webster at 8:25 p.m.

The meeting minutes were respectfully submitted by Laura Gampfer, Kaneland Blackberry Creek PTO Secretary.

