

Kaneland Blackberry Creek Elementary School PTO

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Kaneland Blackberry Creek PTO Meeting
October 23, 2014 at 7:00 PM, LRC

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.

In Attendance: Kim Bartkowiak, Laura Gampfer, Sonia Guerro, Rachel Innis, Christine Isaacs, Julie Keen, Brandie Kottmeyer, Jennifer Lycan, Laura Marler, Martne McCoy, Julie Mondri, Diane Pierson, Danielle Pernice, Jennifer Rosati, Kathy Spence, Lisa Tingler, Denise VanDeViere

I. Call to Order: The October meeting was called to order by Julie Keen at 7:00pm.

II. Introductions: 7:02pm

III. Executive Board Reports:

- a. **Secretary's Report:** *Motion by Laura Gampfer to waive the reading of the May 2014 PTO meeting minutes. Second: Julie Keen. All in favor. None opposed. Motion carried.* A reminder that all KBC-PTO meeting minutes are on the PTO website: <http://www.kbcpto.org/>
- b. **Vice President's Report:** Denise VanDeViere reported the following-
 - Bingo Basket Sign-up genius went live and getting good response.
 - We have a volunteer for the Kindness Campaign chair position.
- c. **Treasurer's Report:** Laura Marler reported that a copy of the budget will be available at all PTO meetings.
 - Recent Deposits are as follows:
 - ❖ Run for Fund – \$7,812.57 profit
 - ❖ McCare night – \$86.36
 - ❖ September Manna – \$30.00
 - Recent Withdrawals are as follows:
 - ❖ 5th Grade T-shirts – \$488.90
 - ❖ 2nd grade field trip – \$468.00
 - ❖ Playground Toys – \$72.87 month of October
 - ❖ Mrs. Unger Balance cushions (under reading café) – \$167.80
 - To this date, Teacher Appreciation has \$180.00 in donation.
- d. **Communications Report:** Laura Gampfer reported there is now a charge for sign up genius emails. They will allow 1000 emails a month for free, then charge \$10 a month for up to 5000 emails. PTO may exceed 1000 emails and would need to upgrade plans. Cost is an issue. Alternatives discussed. Laura Gampfer will check with company to see if they have non-profit pricing or allow a trial period with refund.

IV. **Principal's Report:** Mrs. McCoy had nothing new to report at this time.

V. **Faculty Advisor's Report:** Miss. Pierson had nothing new to report at this time.

VI. **Old and New Business**

- a. **School Directory Policy:** Julie Keen passed out a petition to sign regarding the OPT out option as discussed last meeting. Dr. Sarah Mumm would like to have a census from parents about the OPT out possibility for the directory. All families would automatically be put in directory unless they opt out.
- b. **Thank You Notes from Teachers:** They have been received and will be placed on the bulletin board for all to appreciate.
- c. **Door/Key Sign-Out Sheet:** Julie reported that the PTO has a copy key available. It is able to be programmed for school entry for specific days and times. Pam Berth will need 1 week notice for any committee chairs that need use of the key. There will be a sign out request form in the PTO president's mailbox when the key is used. Julie noted that the key will only open door #11 on the left side.
- d. **Webstore:** Laura Marler reported parents were unclear of the webstore closing time. In the past, the webstore closed to new orders at 3:30pm, the final day orders are due. Now the webstore will stay open until midnight of the due date. This applies to all webstore products. NO EXCEPTIONS can be made after the midnight deadline.
- e. **Memorial Tree:** Julie Keen reported that the memorial tree for a student's parent that passed away last year has been planted. Angela Rising worked with parent Melissa O'Brien to have a tree donated in memory of a parent that recently passed away. The tree was planted near the playground swings by one of KBK's girl scout troops. Many thanks to everyone involved.

VII. **Committee Reports:**

- a. **Butterbraid:** Jennifer Rosati reported forms will be distributed October 29th. Forms due November 12th. Orders will be delivered November 18th between 3:30 and 4:30.
- b. **Bingo and Auction Night:** Julie reported there has been a great response for the sign up of classroom basket coordinators. Julie confirmed that a basket theme of lottery tickets is acceptable. Kimberly Bartkowiak and Lisa Tingler requested the availability of using the Marque Board outside of school for birthday auction item, as was done last year. Ways to improve its handling were discussed and will be further decided. When it is time to send Evites for the event, Laura Gampfer needs one week notice to compile the email list. Mrs. McCoy is willing to send a link for the committee regarding Sign-Up Genius and Evites. It was requested that any family with connections to groups, activities, sports, etc...to pass the information to committee chairs. Teacher Time and Bingo Calling Sign-Up Genius will go out to teachers after parent-teacher conferences. A request was made for any leads on a Karaoke machine. Jennifer Rosati, Christine Isaacs and Danielle Pernice all are willing to help/donate theirs. Mrs. McCoy said any board craft paper can be used by committee as well as printing capabilities, within reason. Concessions will offer a pre-order meal plus individual sales the night of the event. Opening the event to the public was discussed. Concern was expressed due to the crowd and safety of children. It will remain a school only event.
- c. **Family Movie Night:** Julie Keen reported for Miranda Middona that the next movie night will be November 11th. The movie may be Polar Express. The committee may offer

hot cocoa to those who bring their OWN MUG WITH LID. Warming canisters will be needed from the school or anyone willing to donate for the night.

- d. **Holiday Shop:** Brandie Kottmeyer reported that the dates will be Friday December 12th from 3:45pm-6:00pm and Saturday December 13th from 9:00am-11:00am. Brandie confirmed with Mrs. McCoy that NO custodian is needed for the event, since no food will be offered. Manna and Spirit Wear will also be sold at the event. *A new chair for this event will be needed next school year.*
- e. **Run for Fund:** Profit reported previously of \$7,812.57. Prizes were distributed today to students. Extra prizes are available, while supplies last, for purchase. Lanyards are \$2.00, Pins are \$3.00 and Water Bottles are \$5.00. If still available, they will be sold at movie night.
- f. **Teacher Appreciation:** River View Banquets will cater this year. The committee has enough desserts, but is still in need of 2 liter bottles and monetary support. Donations are due November 4th.
- g. **Box Tops/Tyson/My Coke:** Julie Keen reported for Julie Mondri next box top due date is October 29th. The class with the most box tops so far will be announced October 31st.
- h. **Spirit Wear:** Christine Isaacs reported there is a delay in the headgear. Laura Marler confirmed the company has received payment for items. Christine requested a weekly report on Mondays of orders from the webstore. New items include unisex and gender specific winter hats, and PJ bottoms for female and male. One long sleeve item has been discontinued and that item will no longer be offered.
- i. **Yearbook:** Jennifer Lycan reported some photos are coming in. A reminder will be sent to classroom photographers NOT to use their phones. Only camera photos accepted.

VIII. Open / Additional Discussion:

- a. Miss. Pierson noted two emails from fellow teachers.
 - One was the use of My Coke rewards. Miss. Pierson and fellow teacher did not know we accepted them and suggest more advertising of this fundraiser.
 - Second was a suggestion of increase advertising of Manna Gift Cards at the holiday season.
- b. Mrs. McCoy confirmed that Halloween parade starts at 2:30pm. Volunteer parents are allowed to enter the building at 2:30pm.
- c. Miss. Pierson reported that kindergarten will hold their party at 10:30, due to half day students. Full-day students will still participate in the parade.
- d. Lisa Tingler inquired about her role as the photographer for an EC classroom. They will not be having a Halloween party and have requested no photographs be taken. Mrs. McCoy will follow up with the EC class and find out the needs for the class.

Next Meeting will be November 14th , 2014 at 7:00pm in the school library.

Meeting was adjourned by Julie Keen at 8:02pm

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The meeting minutes were respectfully submitted by Kimberly Bartkowiak, Kaneland Blackberry Creek PTO Secretary.