

Kaneland Blackberry Creek Elementary School PTO

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Kaneland Blackberry Creek PTO Meeting September 25, 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, Christine Isaacs, Tracy Jeffrey, Julie Keen, Jennifer Lycan, Laura Marler, Martne McCoy, Miranda Middona, Julie Mondri, Diane Pierson, Danielle Pernice, Erin Slattery, Amanda Tarnow, Lisa Tingler, Denise VanDeViere

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

II. Introductions: Thank you to Julie Keen for the introduction treats.

III. Executive Board Reports:

a. **Secretary's Report:** *Motion by Julie Keen to waive the reading of the May 2014 PTO meeting minutes. Second: Laura Gampfer. 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:**

1. Committee Needs:

- After school enrichment – 2nd chair
- Kindness Campaign Chair
- Sports Skills and Games Nights committee
- Yearbook Committee
- Class Photographers- Mrs. Boers (MV), Mrs. Hack (MV) Mrs. Buhr (am and pm EC), Mrs. Korst (am and pm EC), Mrs. Powell (pm EC), Mrs. Lemp (1st) and Mr. Herron (2nd). Laura Marler can help with Mr. Herron and Kim Bartkowiak has set up Party Photographers in Mrs. Lemp. *Volunteer opportunities still available.*

c. **Treasurer's Report:** Laura Marler reported that the bike rack is in the budget to be purchased for this year. Changes from last year include: Increase Family Movie Knight due to purchase of candy bars, Bingo Knight and Silent Auction due to food and entertainment added and Volunteer Appreciation Night added for ALL volunteers of PTO.

- Recent Deposits are as follows:
 - ❖ Run for Fund T-Shirts – Final deposit TBD after event
 - ❖ Spirit Wear – \$202.50
 - ❖ September Manna – \$31.30
 - ❖ Fun Lunch – \$2, 443.36
- Recent Withdrawals are as follows:
 - ❖ 5th Grade T-shirts - \$488.90
 - ❖ Buddy Bench - \$1,255.00
 - ❖ 2nd grade field trip – \$468.00
 - ❖ School Year teacher fund - \$1,550.00
 - ❖ Office/administration supply – \$222.91
 - ❖ Playground Toys – \$37.96
 - ❖ Third Grade Level – \$21.35
 - ❖ Kindergarten field trip request - \$40 TBD this month

Motion by Laura Marler for approval of 2014/2015 budget. Second: Laura Gampfer. All in favor. None opposed. Motion carried.

- d. **Communications Report:** Laura Gampfer reported there is a New Committee Resources tab on the website. Committee members can find forms, information and contacts under this new tab. Laura and Brandie are working to make the website mobile friendly. There will be a Bingo tab on the website after the Run for Fund event. Laura thanks all those getting them information in a timely manner.

IV. Principal's Report:

- a. **School Improvement Plan-** The focus will be on writing and organization. The school will be using a new Lucy Caulkins rubric with 2 teachers as writing coaches for the students. This is a new writing focus Mrs. McCoy wanted to share with the parents. Mrs. McCoy invites all parents to the fall curriculum night. This will be help October 29th at Harter Middle school at 6:30pm.
- b. **Author Visit** – Candace Fleming is an author who will be in the area in April. She would group her visit into 4 sessions which include writing workshop, reading her books and focus on resourcing for the older children. This will benefit and include all students K-5. The cost for Ms. Fleming is \$1,800. Mrs. McCoy request 50% of the fee from the PTO. Laura Marler reports room has been made in the budget if we remove Knight ticket prizes. *Motion by Laura Gampfer for \$900.00 to go toward author visit. Second: Denise VanDeviere. All in favor. None opposed. Motion carried.*
- c. Mrs. McCoy reports that the district is still trying to fine-tune the knight ticket reward system and prizes.

- V. **Faculty Advisor's Report:** Welcome Miss. Diane Pierson, this year's faculty advisor. No report from teachers, at this time. Miss. Pierson asked if party coordinators have been contacted and know the duties expected of them. Julie Keen confirmed all have been contacted with necessary information. It was clarified, as well, that the Halloween parade will start at 2:30 and the party is to follow directly after.

VI. Old and New Business

- a. **Thank You Notes from Teachers:** They have been received and will be placed on the bulletin board for all to appreciate.
- b. **School Directory Policy:** 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. Julie Keen passed out a petition to sign regarding this.
- c. **Special Needs Committee:** Welcome to chairperson, Miranda Middona. Miranda will work with chairs of different events and collaborate for adjustments and/or additions needed. Miranda will also be in contact with the Special Needs PTA.

VII. Committee Reports:

- a. **Box Tops/Tyson/My Coke:** Julie Mondri reports Danielle Pernice passed out box top prizes last Friday. Tracy Jeffrey asked how half day students receive prizes. Julie reports they will be placed in the teacher mailbox.
- b. **Bulletin Board:** Christine Isaacs reports she plans to Change the Board again in October, December, February and April. Committee chairs may contact Christine with any additions.
- c. **End of the year Social:** Lisa Tingler reports they are looking for vendors/businesses to contribute or donate catering, D.J. services and photography. Any suggestions are welcome. A Beach dance theme party has been decided. Mrs. McCoy reports that water is allowed in the gym, if kept away from main traffic and dancing area. Lisa confirmed with Mrs. McCoy \$100 for 4 hours of custodian attendance.
- d. **Family Bingo and Auction:** Kim Bartkowiak and Lisa Tingler report they have begun to receive donations, and are focusing heavily to keep getting more in. Suggestions from last year are being addressed by adding food, Pop-A-Shot (basketball) and karaoke to the event.
- e. **Family Knight out and McCare:** No committee member present to report. It is noted that a check still needs to be received from McDonald's.
- f. **Family Movie Night:** Miranda Middona reports the first movie this year is "Hotel Transylvania". The evening will have a Halloween theme and children can dress in costume if desired. Popcorn and entry will be free. A candy assortment will be sold this year (not World's Finest). A reminder to all parents: children MUST be accompanied by an adult.
- g. **Fun Lunch:** Christine Isaacs and Erin Slattery report that they will be printing orders differently, as a whole, to prevent any possible issues. They are changing the printable form, adding a space for parent email and phone number to contact those who may have miscalculated their money. "Froots" contact will be retiring, so they are looking for any new vendors for next years fun lunch to take its' place. Suggestions welcome from students and parents. Suggestions included ChikFila, Chipotle and Culvers.
- h. **Hospitality and Teacher Appreciation:** Julie Keen reported for Brook Noring and Angela Rising that they are in need of suggestions for caterers for these events. Anyone who has any ideas can email the PTO at kbcpto@gmail.com.

- i. **Kane County Cougars Reading:** Julie Keen reports that the Date is Saturday, May 2, 2015 at 6:30.
- j. **Manna:** Laura Gampfer reported for Julie Weintrab. The committee is currently looking for ideas to promote the program. Any ideas on incentive for purchase or promotion of the program are welcome.
- k. **Run for Fund:** Laura Marler and Laura Gampfer reported TOMMORRW is the big day. Come out to cheer on the KBC students. There will be raffle tickets for purchase for an iPod, Scooter and \$50 gift card from Dick's. Bingo and Auction committee added a Chipotle gift card given to the auction with too early an expiration date.
- l. **Spirit Wear:** Christine Isaacs and Amanda Tarnow report that orders have been placed and should be delivered September 30th. They are planning on selling at Family Movie Night event and wondered about selling at the Holiday Shop. Brandie Kottmeyer will look into it. They are looking into new items per response of parent discussion: zip up hoodies and PJ bottoms are on the list.
- m. **Watch D.O.G.S. Coordinator:** Laura Marler reported watch D.O.G.S. to begin October 6th. If any dads are interested, there are still spots available.
- n. **Yearbook:** Jennifer Lycan reported that the contract is signed. Question about parent letter to their child led to the decision that personal letters will be an option for the parent to put into the personalized section, if desired. Jennifer plans on requesting baby pictures from parents by November. A suggestion was made to speak with Mrs. Berth (art) regarding creating a cover for the yearbook with the students.

VIII. Open / Additional Discussion:

- a. Mrs. McCoy has announced an addition of USAGAIN drop box next to the dumpster by the playground. This is a place to drop off clothes and/or shoes. The school receives money according to the weight added to our drop box. Please consider this as an avenue to recycle your goods.
- b. Buddy Bench came under allotted budget by \$245.00. The remainder will remain within the budget for any additions Mrs. Berth may need to do with the buddy bench.
- c. Jennifer Lycan asked about those students who have opted out of being photographed and how it applies to the yearbook. Mrs. McCoy states that this only applies to social media and not to the yearbook. Any further discussion should be directed to the school.

Next Meeting will be October 23rd, 2015 at 7:00pm in the school library.

Meeting was adjourned by Julie Keen at 8:16pm

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