

Kaneland Blackberry Creek Elementary School PTO

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Kaneland Blackberry Creek PTO Agenda Tuesday, October 4th at 9:15 in Room 203

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: Kim Bartkowiak, Stacey Gacek, Christine Isaacs, Julie Keen, Patrice Lima, Martne McCoy, Brian Malcolm, Heidi Malcolm, Laura Marler, Brook Noring, Dan Randall, Erin Slattery, Lola Salamon, Kathy Spence, Amanda Tarnow, Lisa Tingler, Jill Valentini

I. Call to Order: Julie Keen called the Tuesday, October 4th meeting to order at 9:15am. Julie began introductions and passed around Thank You notes from staff.

II. Executive Board Reports

a. Secretary's Report – *Motion by Kimberly Bartkowiak to waive the reading of the September 18th, 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 - Denise VanDeVeire was not present.

Treasurer's Report – Laura Marler reported the following expenses and income:

EXPENSE:

- 5th Grade T-Shirts - \$450.08
- Ice Cream Social - \$22.25
- BooHoo Breakfast - \$116.02
- Credit Card Processing - \$218.34
- Planter Beautification - \$56.26
- Office Supply - \$53.14
- Box Tops - \$39.60 (prizes)
- Water Cooler - \$83.30 (last bill)

INCOME:

- CPK - \$125.79 (last year CPK)
- Daily Raffle - \$275.00 (sponsors)
- McCare - \$78.93
- Meijer Rewards – \$73.98
- My Coke – \$12.27
- Spirit Wear - \$191.60
- Trivia Knight - \$50.00 (sponsors)

1. Laura Marler reported a preliminary total of \$8,344.00 from Run for Fund paper and webstore orders. This does not include expenses, t-shirts, or sponsors yet.

c. Communications Report - Brook Noring and Kathy Spence requested that material submitted be proof-read prior to submittal.

d. Fundraising Report – Lisa Tingler reported collecting donations for the raffle in May. Reminder to pass word if anyone knows anyone who wants to donate. Also, they are planning the Trivia Knight in February, and will also need items donated.

IV. Principal's Report – Martne McCoy thanked everyone for all the work put into for the Run for Fund. Mrs. McCoy is working with 3 administrative interns this year. Stacey Gacek was present to update everyone on the GaGa Ball play structure for the playground. Mrs. McCoy reminded that we are celebrating Halloween with the parade and parties. The parade will be in the morning, after drop off and classes are settled in. Please note that masks are not allowed. Parents' volunteering for parties will need to sign in at the office. Julie will have Ali send a note to room parents that parents who have not yet been scanned in the office can do so at any time. This will make the process the

day of the party go more smoothly. Mrs. McCoy confirmed that volunteers allowed for the parties are the photographer, coordinator, plus 3 parent volunteers for activities.

1. Stacey Gacek is investigating the best place for positioning the structure. Her research found 3 possible solutions. One would be to take up concrete space at the basketball courts. The other 2 require additional funds to lay a foundation that is suitable. There is not enough money in the initial budget amount to continue the project. The school may be able to add to the amount needed, but will not know until closer to spring. The PTO has set aside a total of \$5,000.00, from last years' funds, to go towards the playground. The initial contribution for GaGa Ball from the PTO would have been \$1,000.00 from the \$5,000.00 budget (with the remaining \$4,000.00 going toward benches and concrete). The benches and concrete have been on hold and will not be able to be addressed until spring, due to weather. It was discussed to allocate the \$5,000.00 total to GaGa Ball and re-visit in the spring the exact amount the school will need for the game. This way they can go ahead and begin the process of quotes for the work. *Lola Salamon motioned to hold the \$5,000 for purpose of GaGa Ball until we can re-visit with a quote in the spring. Motion second. All in favor. None opposed. Motion carried.*

V. Faculty Advisor's Report - Diane Pierson notified Julie there were no notes.

VI. Old and New Business

a. Classroom Photographers and Room Parents needed, as of this date:

Photographer:

- Mrs. Boers
- Mrs. Nissan
- Mrs. Julian (am)
- Mrs. Julian (pm)
- Mrs. Korst (am)
- Mrs. Korst (pm)
- Mrs. Mellnick (am)
- Mrs. Mellnick (pm)
- Miss. Pierson
- Mrs. Rogers
- Mrs. Stabb
- Mrs. Land

Classroom Parents:

- Mrs. Bright
- Mrs. Momich
- Mrs. Reilley
- Mrs. Zurko

VII. Committee Reports

- a. Assembly – There will be a PTO sponsored assembly April 28th: 2 shows during school hours with a family knight showing that evening at 6:30pm. The company is Pro Kids about character education. For anyone who researches the company, they do include a religious portion, which will be omitted for our presentation.
- b. Box Tops/Tyson – Thank you to all who helped cut Box Tops.
- c. Butterbraid – Forms will go home October 17th and are due November 11th.
- d. Family Knight /McCare Knight Out – Kimberly Bartkowiak reported our next night will be Chuck E Cheese this Friday, October 7th from 3-9pm. Chuck E. may be at school in the afternoon in front of the center front doors.
- e. Family Reading Knight – Kimberly Bartkowiak reported the Campfire Reading night is October 14th from 6-7:30pm. Sign up genius should be out. Help needed! We have many teachers who have already signed up to help – Thank You!
- f. Family Board Game Knight – Friday, November 18th from 6-8pm. They will include games that you bring yourself, games from the library and group games in gym at designated times. Popcorn and lemonade will be provided for free.
- g. Fun Lunch – Wednesday, October 5th – Corner Grind Mac~n~Cheese.
- h. Hospitality/Teacher Appreciation – Donations are being accepted - Corner Grind soup and sandwich will be provided. Teachers eat that Wednesday at 4pm.

- i. KAI – Kimberly shared that the summer performance will be Beauty and the Beast!
- j. KBK Cares – Currently accepting donations for Animal Hospital. We are always collecting pop-tops for the Girl Scout troop (Mrs. Reilley).
- k. Kane County Cougars Reading – Game is scheduled for Friday, May 13th.
- l. Picture Day – Re-Take day is Tuesday, October 18th.
- m. Run for Fund – Thank you to all who were are part of organizing and volunteering!
- n. School Directory – Updated and running. Any questions contact the PTO at kbcpto@gmail.com.
- o. Spirit Wear –
- p. Trivia Knight – This new fundraiser will be February 3rd at The Lodge on 64.
- q. Walk\Bike to School – October 5th (tomorrow). Bus students will be escorted around the school if time allows.
- r. Yearbook – Kimberly reported 5th grade child photos are due November 18th. Mrs. McCoy approved fliers posted in the school.

VIII. Open Discussion:

- a. Submission for free library closed.
- b. Thank you to all who volunteered during the Run for Fund.

Next meeting will be Thursday, November 10th at 7:00pm in the LRC.

Julie Keen adjourned the meeting, at 10:10am.

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.