

Kaneland Blackberry Creek Elementary School PTO

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Kaneland Blackberry Creek PTO Agenda November 9th, 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: Kim Bartkowiak, Jamie Holubecki, Rachel Innis, Patrice Lima, Julie Keen, Erin Slattery, Kathy Spence, Lisa Tingler, Denise VanDeveire, Kathy Webster

I. Call to Order: Julie Keen called the meeting to order at 7:00pm.

II. Executive Board Reports

- a. Secretary's Report – *Motion by Kimberly Bartkowiak to waive reading of the October 3rd, 2017 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 – Lisa Tingler reported
- c. Treasurer's Report – Laura Marler reported the following expenses and income:

EXPENSE:

- Assembly: \$2,515.00 (Entire Year)
- Box Tops – 92.52 (prizes)
- Credit Card Processing - \$134.88
- KBK Running Club - \$384.00
- Office Administrative - \$100.00
- Parent Directory - \$450.00
- Welcome Social - \$18.00
- Teacher Appreciation - \$198.70 (After donations)

INCOME:

- Run for Fund - \$40.00 (t-shirts)
- Run for Fund - \$6,669.00 (donations)

1. Laura Marler reported that after all expenses for Run for Fund the total amount raised is \$7,978.04.
2. Laura reported there is a \$60 credit on the Sam's card. Fun Lunch can use this for their next purchases.
- d. Communications Report – Kathy Spence requested that any events that are in need of being advertised in either the newsletter or the website be sent to them by the chair. They will only be posting information requested by chairs to be posted.
- e. Fundraising Report – Nicole Brooke reported that we sold over \$3,000.00. Lincoln, in Mrs. Kennedy's class, sold the most – and made Mrs. Kennedy's class the highest selling as well. Mrs. DeGaetano's class came in second.

IV. Principal's Report – Vice-Principal, Kathy Webster, reported the following:

- a. Thank you for the dinner during conferences.
- b. The class parties went well this year and much positive feedback was reported.
- c. There is a hole in the slide on the playground. Weather will determine if it is fixed before winter or in the spring. They are aware and are not allowing children on the slide.

- V. Faculty Advisor's Report** – Jaime Holubecki reported the following:
- a. Thank you for the dinner during conferences.
 - b. A teacher requested if there was a way to make materials for Fun Lunch more environmentally friendly. They suggested stop using Styrofoam and the possibility to wash and reuse the utensils. Fun Lunch chairs are happy to look at options for containers, but are restricted to budget amounts and keeping Fun Lunch economical for parents as well. With regards to the utensils, they will remain disposable for health and sanitary reasons.
 - c. A suggestion for a spaghetti dinner for new families (or school wide) was suggested as an event. This could bring families together, raise money, and could be an opportunity for teachers to be a part of meeting the newer families. The PTO welcomes any new ideas and events along with volunteers to organize them. If anyone would be interested in this event for next year, please let the PTO know.
 - d. Laura Marler mentioned that there may be items that can be used by Mrs. Holubecki, as “prizes”, for the Jump Rope for Heart event. They are in the PTO closet if she is interested.

VI. Old and New Business

- a. Winter Bash – Julie reported for Mary Comer the date is December 1st. They can still use Halloween candy for the gingerbread houses. There will be a lot of fun activities.
- b. Fun Lunch Committee Chair – Julie reported this position is still in need. Patrice Lima would be interested. It was suggested she attend the next fun lunch and see what the chairs do.
- c. Family Reading Knight added – Julie reported that Lisa Brown and Nicole Fleshman would like to organize a reading night on February 6th. Details to come.
- f. Communicating of events and Fundraisers – Julie is always looking for ways to better communicate with families. Suggestions are welcome.

VII. Committee Reports

- a. Blackberry Bolt 5K - Nicole Burke will begin sending letters to the Elburn Chamber of Commerce for donations. It is estimated that approximately 10-15 volunteers will be needed for the event. Participating vendors will handle their own station. The sign up will be strictly online through the company running the 5K and we will not need the webstore – however participants may be able to be added the day of the event. Details on this will be finalized at a later date – day-of participants will have to pay by either cash or check.
- b. Butterbraid – Order forms will go out November 27th with a December 11th pick up.
- c. Charleston Wrap – Families can still purchase. Delivery would still be 4 weeks.
- d. Class Coordinator/Baskets – Thank you to all the volunteers!
- e. Family Knight Out /McCare Knight – The next Knight Out is November 20th at Chick-Fil-A.
- f. Family Fun: Board Game Knight –
- g. Family Fun: Reading Knight – Lisa Brown and Nicole Fleshman will organize a reading night on February 6th.
- h. Family Fun: Sports Knight – Nicole Fabbri reported the night will be January 9th at 6:30pm
- i. Family Fun: Winter Bash – December 1st is the event from 6-8pm.
- j. Fun Lunch – The next lunch is November 29th - Paisano's Pizza.
- k. School Toolbox – Kimberly forwarded a new contact name to Patrice from the company.

1. Yearbook – Kimberly reported the new software is taking too long and we will be proceeding with the older version, per company's recommendation, and the ability to submit photos is up and running. The yearbook cover contest has officially begun. The students will be voting again for the winner. Kimberly is looking into a way to have a Google form voting process and still needs to ask Mrs. Metz about allowing it during Computer time. Mrs. Webster seemed to think it would be OK to ask Mrs. Metz.

VIII. Open Discussion:

1. Student Council is looking to organize events at the school. They are thinking about a Talent Show. The PTO would be happy to help support their efforts in any way they can.

Next meeting will be Tuesday December 5th at 9:15am in the MPR

Julie Keen adjourned the meeting at 7:52pm.

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.