

Kaneland Blackberry Creek Elementary School PTO

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Kaneland Blackberry Creek PTO Agenda March 6th, 2018 at 9:15am in the MPR

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, Rachel Innis, Patrice Lima, Julie Keen, Martne McCoy, Miranda Middona, Brook Noring, Kathy Spence, Lisa Tingler,

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

II. Executive Board Reports

- a. Secretary's Report – *Motion by Kimberly Bartkowiak to waive reading of the February 1st, 2018 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 had nothing to report.
- c. Treasurer's Report – Laura Marler reported the following expenses and income:

EXPENSE:

- Charity - \$1,000.00 (KAI)
- Credit Card Processing - \$288.99
- Reading Knight - \$250.00
- EC - \$149.39 (games)
- RTI - \$98.80
- Kindergarten - \$100.00
- 4th Grade - \$603.50 (Paramount Trip)
- Jump Rope for Heart - \$486.45 (prizes)
- Office Supply - \$30.45

INCOME:

- Amazon - \$52.92
- BBK Bolt - \$285.00 in ticket sales/runners
- BBK Bolt - \$300.00 (Sponsorship)
- Family Knight Out - \$23.56 (CPK)

1. Laura Marler reported that we are still waiting on transportation cost for 2nd grade. There is also another \$100.00 Kindergarten expense that is waiting on a receipt. There is more sponsorship for the BBK that came in this week that will be on next months report, but the total looks to be \$2,000.00 in sponsorship. Spirit wear was paid out this month to Sign FX at \$304.00 and Fun Lunch was paid out to vendors at \$2,802.25. It was clarified that the Spring Swing is a separate event form the End of the Year Picnic. Julie has been talking with the committee for the Picnic and they are stilling planning on the event, just need to set a date.

- d. Communications Report – Kathy Spence and Brook Noring had nothing to report.
- e. Fundraising Report – Nothing to report form fundraising.

IV. Principal's Report – Mrs. McCoy reported the following:

- a. The book fair is going on right now. A new company, Follett, is being used.
- b. Open House is this Thursday, March 9th from 6-8pm.
- c. Spring Break is one day longer this year.

V. Faculty Advisor's Report – Jaime Holubecki reported

- a. Project KC is still planning on the snowball fight, sock fundraiser. Trying to settle the details.
- b. It was asked if the PTO would purchase the other Teacher Pay Teacher item for kindergarten. It was advised for the teachers to purchase and the PTO will reimburse. It is usually easiest for the

staff/school to purchase and the PTO to reimburse the funds, due to the limits of the PTO not having accounts in all the companies, institutions, etc... that the teachers or school will have.

c. Mrs. Holubecki is beginning an Intramural sports program afterschool through the Sugar Grove Park District. Help is advertising from the PTO would be much appreciated. If Mrs. Holubecki can get email a .jpeg to the PTO email, it can be placed on the website, newsletters and facebook.

d. Mrs. Berth came in to discuss her thoughts of a school wide art project. She is hoping to do a mural from reclaimed wood pieces. She needs 3-5" diameter circle pieces about 1/4 " thick. They cannot be evergreen type trees. They need to be cut for at least a year and kept dry. Laura Marler and Laura Herra may be able to help with the wood needs for the project. They will be in contact with her now that they know what she needs. It would be ideal to have the pieces cut and ready before Spring Break. The quantity needed would be 600.

VI. Old and New Business

a. Nominations in April – please let Julie know if you are hoping to continue on the board. Anyone interested in joining the board also need to let Julie know so you can be on the nomination list.

b. Spring Swing – Flier is ready and has been sent out. Tickets are available on the Webstore: \$10.00 for one adult and child with \$5 each additional child. They DJ and Photographer are secured. The DJ is the same that was used for the Winter Bash and is graciously giving us their time for a discounted rate. The photographer also is giving us a discounted rate, will be there the entire time for photos and will have digital downloads available after the event for free to participants. Laura Herra is planning on having water bottles, ice cream cups and take home craft/gifts. Laura Herra will be in touch with Lisa Tingler to organize a Sign Up Genius for the event and also to include a donation sign up for water/decorations etc...

c. BBK Bolt – More donations and sponsors are coming in. The committee is hoping to have over 200 participants, so please get the word out. Any one is able to participate. Laura Marler will look into the vests for the volunteers.

d. 4th Grade Request – They are going to the Paramount for their field trip. The cost is \$603.50 and has been paid for by the PTO. They need additional funds to cover transportation. *Motion by Kimberly Bartkowiak for \$250.00 added to the 4th grade budget to cover transportation for their field trip. Motion second. All in favor. None opposed. Motion carried.*

e. 5th Grade Request – They will be attending the Museum of Science and Industry. They need to charter buses for the trip. The cost of admission for the students is free, however the transportation cost is \$2,340. After previous expenses they 5th grade is in need of an additional \$1,875.00. Laura Marler proposed to use the funds from the Special Request section of the budget to cover transportation. That money is to be used for students this year and no one has come forward with any requests that would be taken from that item. Any requests for this year that come in after this time will be considered on a case-by-case basis. The transportation for the 5th grade field trip will be covered by the Special Request budget.

VII. Committee Reports

a. Assembly – March 23rd will be the Opera assembly. Mr. Fox is handling the details from here. May 22 will be the last assembly: Wheel of Wisdom. There will be 2 showcases of this assembly.

b. BBK Bolt – The Chairs are still accepting donations and sponsorship. Laura Herra spoke with the Chamber of Commerce and if the chairs email her the flier and donation forms, the commerce will post to all the members. The Chairs are looking for groups to volunteer; Boy or Girl Scout

troops, sports teams/members, etc... to cover volunteer spots to allow for individuals to participate in the race.

- c. Class Coordinator/Baskets – Open House is this Thursday. Tickets will be for sale during Open House. Each student will receive a free ticket at their desk when they arrive to Open House.
- d. Family Knight Out /McCare Knight – Upcoming dates are: Buona Beef is March 22nd.
- e. Family Fun: Epic Air – The event had 44 jumpers and raised \$88.00.
- f. Family Fun: Reading Night – Thank you to Nicole and Lisa for organizing.
- g. Fun Lunch – The next Fun Lunch is Paisanos.
- h. Kane County Cougars – March 16th is the deadline.
- i. KBK Cares – The committee is planning a Greenfields reading event. Watch for details.
- j. Picture Day: Spring – April 4th will be Spring Picture Day.
- k. School Toolbox – Ordering is now available online.
- l. Spirit Wear – The Chair will have orders in the teachers' mailboxes today. She apologizes for the delay; she had a family matter to attend to the last month that caused some delays.
- m. Yearbook – Yearbook is on sale now, online orders only. Cover contest ends March 9th – this Friday. Voting will be online through a Google form either the week before or the week after Spring Break.

VIII. Open Discussion:

- a. Laura Marler confirmed the Sit-Spots for EC has shipped.

Next meeting will be Thursday, April at 7pm in the LRC.

Have a great winter break!

Julie Keen adjourned the meeting at 10:16am.

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Kimberly Bartkowiak, Kaneland Blackberry Creek PTO Secretary, respectfully submitted the meeting minutes.