

Kaneland Blackberry Creek Elementary School PTO

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Kaneland Blackberry Creek PTO Agenda September 6th, 2018 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: Beverly Anderson, Samantha Aversa, Kim Bartkowiak, Nicole Burke, Stephanie Clehouse, Jamie Holubecki, Jess Hilby, Rachel Innis, Jen Katsenios, Julie Keen, Patrice Lima, Jennifer Lycan, Laura Marler, Brook Noring, Robin Olsen, Ashley Paladino, Vanessa Palm, Tracy Read, Danielle Simon, Kathy Spence, Evelin Stansell, Lisa Tingler, Denise VanDeVeire

I. Call to Order: Julie Keen called the meeting to order at 7pm. Welcome to the great crowd tonight.

II. Executive Board Reports

- a. Secretary's Report – *Kimberly Bartkowiak motioned to waive the reading of the August 8th Board Budget meeting and have them 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:

- New Year Teacher Fund - \$1,750.00
- Welcome Social - \$55.91
- 5th Grade T-Shirts - \$502.90
- Spirit Wear Stock order - \$615.00

INCOME:

- Teacher Appreciation Donation - \$50.00
- Amazon Smile - \$ 23.46
- Family Knight (Uncle Duff) – \$253.30
- Fun Lunch orders - \$6,800.90
- Spirit Wear Sold - \$1,215.00

1. Laura Marler reviewed the budget as proposed in the August meeting. A reminder that reimbursement for expenditures can be done online through the PTO Website: kbcpto.org. Receipts can be emailed with the online form, and is the easiest to keep track. Tax-exempt forms are also available for anyone in need for an event.

- d. Communications Report – Kathy Spence and Brook Noring requested 2-week notice prior to when an item is needed to be in the newsletter.
- e. Fundraising Report – Nicole Burke requested any emails go to her fundraising account: kbcptofundraising@gmail.com.

IV. Principal's Report – Mrs. Aversa, Assist. Principal, reported the following for Mrs. McCoy:

- a. Thank you for the beautiful planters.
- b. One School One Book program is going well.
- c. Thank you to all those who have volunteered, and will be volunteering, this year.

V. Faculty Advisor's Report – Jaime Holubecki reported the following:

- a. Exploratory and RTI would like to say thank you for including them each year in the teacher gifts for the beginning of the school year.
- b. Christine Noel sent a special thank you for the books she was able to purchase for the LRC, a sheet was passed around with a list of the books purchased.
- c. Kindergarten teacher Tracy Read was also present to extend a personal thank you from the Kindergarten team for their gifts.

VI. Old and New Business

- a. Fundraising Update: Nicole reported that we will scale down requests for money from parents this year with the elimination of the classroom basket raffle, Charleston Wrap, Daily Raffle and the donation aspect of the Run for Fun. We will be rolling out a check writing campaign in October with incentives to parents for participating. A total of \$12,500 will need to be raised by the check campaign, to make up for the elimination of constant parent request for funds.
- b. Run for Fun changes: No longer will we be requesting donations. We will implement activities to make it more interactive for the students during the running time.
- c. Fun Lunch social meeting topic: Julie Keen acknowledged the topic of raising money for those wanting Fun Lunch, and are in need. The PTO has never had such a request or interest. Several discussions with Mrs. McCoy, regarding the possibility of this, resulted in Mrs. McCoy volunteering to take names of those wishing to make such a generous offer, and if anyone comes forward who qualifies, and requests such an interest in Fun Lunch, Mrs. McCoy will contact those on the list. Due to privacy and legal issues, the PTO cannot participate in the aspects of a donation, list, or fund distribution in any other manner. Thank you to those bringing up the potential need, and creating discussion that resulted in the solution stated. A reminder for those who may know a family they want to personally donate to: when purchasing on the PTO Webstore, you are able to purchase and chose any class and name of student to buy for. Please, however, be sure that the student does not have any allergies that may cause a medical situation for the student.
- e. New Family Fun Knights: We will have a Winter Bash (Mary C.), Minute to Win It (Danielle S.), Bingo Fun (Angele B.), and a Wellness Knight (Becky P.) as our Family Fun Events this year. These are free events for all the KBK families. See the PTO calendar for dates. For anyone with an interest in organizing an event, the PTO will need to know your theme, and date request for the event, by the October meeting. After that time, events will be placed on the calendar for the following school year.
- f. Box Top Changes: Prizes this year will be in the form of “Class Total” prizes of new indoor recess games purchased by the PTO. Individual prizes will no longer be distributed. This will occur bi-monthly, along with a Box Top Trophy that will be showcased in the current leading classroom. Please be sure to have your students’ homeroom teacher on your box top submissions.
- g. Parent Socials: The PTO will be organizing parent socials this year. Possibilities may include a cookie exchange at the December PTO meeting and Bingo at Lions Park. Look for more information in the newsletters.

VII. Committee Reports

- a. BBK Bolt – May 4th is the date this year – “May the 4th Be With You!”
- b. School Directory – September 10th is the deadline for submissions. The new directory information will be available to view some time during September 17th and 24th. It will be posted when ready.
- c. National Walk/Bike to School – “WALK” to school is October 10th – Bus and Care Students will be taken out for a lap around the school.
- d. W.A.T.C.H. – Sign up for the first semester went live this week and is full. Be on the lookout for the next half of the years sign up in October. Reminder that the PTO only facilitates the Sign up Genius, any questions regarding the program can be directed to the school.

VIII. Open Discussion:

- a. Parade reminder for the Halloween parade: Parade will take place at 9am again this year. It was inquired about whether or not teachers enforce students to wear coats in bad weather. The staff tries to monitor weather and follow requests by parents regarding allowing certain amounts of the costume to show and/or covering in a coat. If a parent has a special request regarding attire for weather purposes, please send a note to the teacher the morning of the parade with your request.
- b. A parent inquired about making a donation to a classroom and if it were permissible. It was advised to speak with the teacher if the request is needed/wanted. The topic of an Amazon wish list to be created for the school/staff was also discussed.

Julie Keen adjourned the meeting at 8:18pm.
Next meeting will be October 2nd at 9:15am.

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