

Kaneland Blackberry Creek Elementary School PTO

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Kaneland Blackberry Creek PTO Agenda December 4th, 2018 Meeting at 9:15am

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, Jaimie Holubecki, Jennifer Katsenios, Julie Keen, Laura Marler, Miranda Middona, Brook Noring, Lisa Tingler

I. Call to Order: Julie Keen called the meeting to order at 9:15am.

II. Executive Board Reports

a. Secretary's Report – *Kimberly Bartkowiak motion to waive the reading of the November 1st meeting notes, and have them approved as written and distributed, with the amendment to the start time from 9:15 to 7:00pm . Motion Second. All Approve. None Opposed. Motion Carried.*

b. Vice President's Report – Lisa Tingler reminded everyone to contact her, with at least 2 weeks notice, if a chair needs her to create a Sign-Up Genius. Lisa also mentioned beginning a resource binder for chairs of committees with a post event form for future chairs to reference. This is to aid as parents transition out of the school and new parents volunteer.

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

EXPENSE:

- Credit Card Process Fee - \$206.60
- Winter Bash - \$93.83
- One School One Book - \$198.03 (prizes)
- Teacher Appreciation - \$377.39
- Fun Lunch - \$2,763.51

INCOME:

- Hassle Free Fundraising - \$2,050.00
- Family Knight Out – \$257.46 (Chuck E Cheese)
- Spirit Wear - \$80.10

1. Laura Marler reported that the hassle free fundraiser (check writing campaign) generated a total of \$6,190.00. It was brought up that it was no longer on the web store. Laura will look into it, as we discussed it will be available on the web store through the second semester Fun Lunch ordering is complete. At that time it will be replaced with donations for Teacher Appreciation.

d. Communications Report – Brook Noring reported that there will be a newsletter December 9th, December 16th then not again until January 6th.

e. Fundraising Report – Nicole Burke was not present and had nothing to report.

IV. Principal's Report – Mrs. McCoy, nor Mrs. Aversa, were present.

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

a. Tara Stewart with Special Education is interested in an Apple TV. We discussed request protocol and Mrs. Holubecki will help her to submit a request in. It was asked to clarify if only the Apple TV is needed or also a TV device and cables for hook up.

b. The author request for 3-5th grade was discussed. At this time there is money in each of their budgets to use toward request. The cost would be divided equally between the 3 grades. At the time of a field trip, or other grade level request occurs, an additional monetary request can be made, if needed.

c. Mrs. Holubecki informed us the new custodian, to replace Roy, is Jennifer. Welcome.

VI. Old and New Business

- a. Winter Bash and the Teacher Appreciation dinner were successful. Thank you to those who organized.
- b. Supplies: Julie Keen will be purchasing supplies (extension cords, water jugs etc..) that are needed throughout many events. With regards to the water coolers, we did have 2 previously that cannot be found. Julie will check the upstairs closet and Mrs. Holubecki will check with staff if they may have been moved.
- c. Watch Dogs: Julie has received complaints regarding the limited slots and how quickly they fill up. A reminder to all parents that this is not a PTO organized program. The school determines the dates and the PTO only facilitates the sign up. If parents have concerns, please contact the school. The school does its best to add these types of programs for the good of the students' enrichment. In addition, this is a special program that the school adds to their already busy schedule and curriculum. Unfortunately, as with all types of programs and events, not all individual requests and accommodations can be met.
- d. Committee Needs 2019/2020: Please begin to think about your interest in helping out with our events and programs next year. A reminder that we do not meet in January, please have an idea if you will be able to continue work you have done so far. This includes anyone wanting to add an event or program to run next year. Dates need to be determined quickly, as the district has a very busy schedule. In addition, we have parents transitioning to the middle school, whose jobs will need replacing. These include the Directory and Yearbook. Jennifer Katsenios has already agreed to continue with our KAI relationship. Jennifer will also continue Box Tops next year. Carrie Peterson will join the Fun Lunch team next year, as Rachel Innis will be finishing her work there. Thank you, as always, to those who have contributed so much.
- e. Business for the Bolt: We now have one of our major sponsors/vendors as a member of the PTO this year. Our bylaws state, Article four; Section 3, that no member shall benefit from earnings. It also states that reasonable compensation for services is allowed. Since there is no profit to be made from the work of the sponsor/vendor, and it does not directly compete with businesses we already have contracted with, it was determined that a parent can continue to support through their business. As always, we request in fairness to all for sponsorship/vendors and open it to all surrounding businesses. Be on the lookout for sponsor and vendor requests to continue in our communications.

VII. Committee Reports

- a. Blackberry Bolt - Lisa Tingler asked the opinion of the group about spending the money to make the Bolt a chipped race. It will be \$400.00 more to chip the race, however the race times are more accurate. With the success last year, it was determined that any upgrade to the race is beneficial.
- b. Blackberry Bolt (Auction)- If anyone has empty baskets to donate, please see Julie Keen. In addition, if anyone has items or services they want to donate to the auction, please also see Julie Keen.

VIII. Open Discussion:

- a. It was discussed the lack of Engineering for Kids classes this year. Unfortunately, the company feels the inability of paper flier distribution creates low interest. There is nothing we can help with that – since it is a school organized program. If any parent would like to share information on school programs, such as this one, please feel free to do so on the PTO Facebook page and it will be approved.

Julie Keen adjourned the meeting at 10:10am.

Next meeting will be February 7th, at 7:00pm in the LRC.

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.