

Kaneland Blackberry Creek Elementary School PTO

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Kaneland Blackberry Creek PTO Agenda February 7th, 2019 Meeting at 7:00pm

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, Jackie Ellison, Jaimie Holubecki, Julie Keen, Patrice Lima, Martne McCoy, Laura Marler, Miranda Middona, Brook Noring, Amanda Poturalski, Kathy Spence, Denise VanDeveire,

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

II. Executive Board Reports

a. Secretary's Report – *Kimberly Bartkowiak motion to waive the reading of the December 4th meeting notes, and have them approved as written and distributed. Motion Second. All Approve. None Opposed. Motion Carried.*

b. Vice President's Report – Lisa Tingler was not present and had nothing to report.

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

EXPENSE:

- Playground Toys - \$116.84
- BBK Bolt Postage - \$
- Credit Card Process (Dec) - \$19.79
- Office Supplies (Dec) - \$332.99 (GoDaddy)
- Pay Out Fun Lunch (Dec) - \$2,564.59
- Pay Out Spirit Wear (Dec) - \$179.00
- Planter Beautification (Dec) - \$50.00
- Taxes and Filing (Dec) - \$265.00

INCOME:

- Credit Card / Pay Pal refund - \$1.95
- Box Tops - \$785.40
- Sponsors / Bolt - \$150.00
- Fun Lunch orders - \$9,959.65
- Spirit Wear orders - \$197.00
- Butterbraid (Dec) - \$1,562.80
- Sponsors / Bolt (Dec) – \$1,438.70
- Family Knight Out (Dec) - \$394.51
- Walk to School (Dec) - \$150.00

d. Communications Report – Brook Noring and Kathy Spence had nothing to report.

e. Fundraising Report – Julie Keen reported for Nicole Burke that she is still looking for sponsors for the Blackberry Bolt.

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

a. Valentine parties will be February 14th at 2:30pm for grades 1-5 and 10:30am for Kindergarten.

b. The Young Knights Fair is at the Middle school this year where Early Childhood and Kindergarten registration will take place. This is an important event to get an idea of enrollment for the next year.

c. Hoops for Heart will be Friday February 22nd. A sign up was emailed to parents.

V. Faculty Advisor's Report – Jaime Holubecki had nothing to report.:

VI. Old and New Business

a. The Fire Department and Police department have been contacted about the Blackberry Bolt. The police request that we purchase liability insurance for the coverage of our auction items, since it is open to the public. Julie Keen reported we did not purchase it last year, due to cost and the plan was to have a PTO member monitoring the auction at all times. Julie requested a vote to not purchase the liability insurance in order to send the police department a waiver on insurance. Kim Bartkowiak requested waiting to vote until the board knows the cost for the insurance. The board will address the issue again when the Bolt chairs return with the projected cost.

- b. Midwest Garrison will be at the Bolt in costume. They requested a room to change in. Mrs. McCoy can allow the Critical Thinking room to be used by the company for privacy.
- c. The Bolt committee is hoping that faculty will help again this year during the event. They also will contact the high school track coach, Andy Drendel, to see if they will ask their team to aid in the event.
- d. Young Knights Fair will be February 23rd and the PTO will have a table at the fair. Julie can be there for set up through 10am, but would like someone to help out from 10am-12pm.
- e. Volunteer Appreciation Social date is tentative for May 30th. The PTO will look into Schmidt's, in town, to host the event. All members who have aided in any way are welcome to attend for appetizers and soda.
- f. Teacher requests: Third grade requested \$945.00 for a field trip to the Morton Arboretum. This is the cost, (we believe with transportation) after each student pays \$5 toward the trip. Since this is above their allocated \$750.00, and they have already used \$117.00 for an author visit, the board discussed giving additional funds for the trip. Since the trip should include transportation, and this is as additional educational experience for the grade, the board discussed using part of the transportation fund to cover the trip without the need for parents to pay any additional amount. *Brook Noring motioned an additional \$500.00 to the third grade for their field trip to the Morton Arboretum. Motion Second. All Approve. None Opposed. Motion Carried.*
- g. Julie Keen reported that Midwest Garrison requests in their contract that we use funds to donate to a 501(c)3 company. Since we can only donate to a company that follows our mission statement and benefits our students, it will be possible to donate an additional amount to KAI. More details when the event has concluded.
- h. The PTO cage for the playground equipment is broken. Fox Valley Career Center had made new bike racks for us a few years back. Mrs. McCoy said she would check to see if they could help with repairing the broken cage.

VII. Committee Reports

- a. Assemblies - Laura Herra will send Mrs. McCoy an email with updates on dates/confirmation of upcoming assemblies.
- b. Box Top's - Prizes/winning classes continue to be announced. Next contest ends March 31st. So far Mr. Herron, Ms. Lemp and Mr. Herron (again) have won.
- c. Family Fun Knights –
 - Bingo Night – April 5th
 - Epic Air Night – February 28th from 4-7pm. 1 hour \$9 and 2 hour \$14
- d. Fun Lunch – Next one is February 20th: Burger King
- e. KAI – Kimberly received the donation allotted for KAI.
- f. Kane County Cougars – This is no longer known as Ozzie reading club. They are available on the PTO website and forms will be due March 30th.
- g. Spring Swing – Laura Herra reported that Glow in the Dark won the poll. The date is March 15th for the event. Laura was concerned about the amount of light and being able to create a “glow” in the dark. She will be able to use the gym, which can be made dark (unlike the MP room). Laura hopes that tickets can be available online by February 15th. Laura expressed concern about families who weren't able to purchase in advance not being able to participate. Due to the need to have adequate supplies of materials for the event, it is necessary for the number in attendance to be known. Laura will think about having limited amount of tickets available the day of for last minute purchases. Details will be decided as she gets closer to the event.

- h. Walk/Bike to School – Event will be May 8th
- i. Yearbooks – Yearbooks are currently on sale. Due date for orders and finalizing personalization is April 17th – NO EXCEPTIONS!

VIII. Open Discussion:

- a. The big yellow coolers that were missing have been found. They were simply misplaced.

Julie Keen adjourned the meeting at 8:03pm.

Next meeting will be Tuesday, March 5th, at 9:15am in the teacher lounge.

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.