

## Benjamin PTO Board Meeting

03/11/2013

6:30 pm

- 1) Welcome
- 2) Secretary Report
  - a. Minutes
  - b. Motion to approve by Carrie Baumann, seconded by Mandy Fischer
- 3) Treasurer Report
  - a. Budget
    - i. \$252.44 from Smashburger deposited!
    - ii. Funds deposited for supply kits, notebooks, Unraiser
    - iii. Sam's membership paid, paid for the leveled readers
    - iv. Budget:
      1. Moved money from "Directory" line item to Student Support
      2. Carrie proposed we divide the "Wish list" line item into two categories: 1) Long Term and 2) School Project Fund. As a non-profit we don't want to ever have money left unless it's marked for a specific purpose, so the long term wish list item will need to be defined at the April meeting.

**Discussion:** We want to ensure that we have the input of students and parents before we determine what our Long Term wish list item will be marked for. Between now and the April meeting, Jennifer Mroz will create a short survey for all the students to take during tech time to allow them to vote on what our long term wish list items should be. She will report those results at the April meeting. Zach Pershall and Holly Dusen will work with Marlys to create a survey that parents can complete to discuss what wish list items they would like to see us obtain. They will share those results at the April meeting. We will vote on long term wish list items, based on the feedback we receive, at the April 2013 meeting to have a clear goal set for the upcoming school year.

Motion for separate line items for Long Term and School Project and dividing the existing funds equally between the two line items was given by Kiersten Douglass and seconded by Zach Pershall. All were in favor.

- b. Submittal of request for funds/reimbursement: see above
- 4) Principal Report

- a. Enrollment 710-715 and hovering
- b. Next Tuesday March 19<sup>th</sup> 9:30 and 1:30- kindergarten registration
  - i. United Way has created a new assessment for all incoming students in McLean County area. Kindergarten teachers will administer the assessment (existing kindergarteners will have substitute teachers during the registration).
  - ii. Spirit Week will lead up to the carnival (which is April 12<sup>th</sup>)
  - iii. Supply kits- we may be going back to District standardized list- if we do no supply kit
  - iv. April 2<sup>nd</sup>- casual pictures
  - v. April 4<sup>th</sup> – Barnes and Noble Night
  - vi. ISAT testing is finishing this week (makeups). Thanks to all those that provided snacks!
  - vii. Evans Jr High Spirit Wear orders going online for 5<sup>th</sup> graders. Also cheerleading tryouts
  - viii. 2013-2014 school calendar is online. Monday Aug 19<sup>th</sup> is back to school night. Tuesday, August 20<sup>th</sup> is the first day of school and it's a FULL day (previously the first day was a half day)
  - ix. Registration is Monday August 5<sup>th</sup>. Online registration available for existing students will be available this summer and information will be given prior to the end of the year.
  - x. Band- begins in 5<sup>th</sup> grade. This is optional. Interested 4<sup>th</sup> graders will attend Band Recruitment on May 14-15. New for next school year: band will now be EVERY MORNING at Evans. They will ride the Junior High bus to Evans each morning, except on Late Start Days, and then will be bussed from Evans to Benjamin prior to the start of the elementary school day.
  - xi. Redistricting maps are on the website – the board redistricting meeting is Wednesday 3/13/2013 at Kingsley @ 7pm. This is a time when you can speak but you have to sign up to speak ahead of time. They are only voting on Option 1A. The existing students that are being redistricted may list their preferences for open attendance choices. Just because you list Benjamin as your first choice does NOT guarantee you're going to be assigned there. Open attendance areas are assigned on a year by year basis. They cannot guarantee you'll stay at the same school each year, but they do try to keep students at the same school. Ideal capacity at Benjamin is 600, so by moving approximately 150-190 students next year we can accommodate the growth that will occur until a new elementary school is built.
  - xii. Thanks for the leveled reader books!
  - xiii. Book drive- over 1800 books donated. Thank you! At the next late start the teachers will get to "shop" for the books that were donated and can take them to their classroom!

5) Teacher Report

- a. Thank you for the guided reader books!
- b. Puppet show assembly- the four young author winners will have their books turned into a puppet show! Assembly is on May 6<sup>th</sup> and we will check to see if it's available to be videotaped and published. Congratulations to our young author winners: Madelyn Klemmensen, Emily Dusin, Skye Foree and Rithvik Musuku! All Young Authors will be celebrated at the Young Author Tea on May 8th.

6) Vice President: N/A

7) Committee Reports

- a. Fund Raising: BWW dine to donate in February raised \$107.63! Avantis is this WEDNESDAY. Thanks to Lisa Steadman for getting the fliers out for Avantis. Avantis dine to donate is 20% and it's ALL DAY, dine in, carry out, and you need your flier! April dine n donate will be announced soon!
- b. Box Tops: \$1400 in tops were submitted for the spring collection. Extra recess will be awarded to all kids for collection of the box tops. Volunteers to supervise the playground activities are needed. Zach will post the link for the signup genius. One final collection before the end of the year (to make sure that we get credit for any box tops that expire in June!)
- c. Carnival: Everything is going well. Cool prizes for all! Teasers for the baskets will be posted online. We may have a donation booth for box tops, labels, a spirit stick booth, coke, and spirit sticks. Incoming kindergarteners will be invited as well. Article for the newsletter needed by March 20<sup>th</sup>.
- d. Hospitality
  - i. Staff: Michele has created a beautiful teacher birthday gift. For this Friday's teacher luncheon each teacher will receive a homemade "clipboard" luncheon menu. Michele is SO crafty- see her for all your crafty needs!
  - ii. Student: Cookies will be provided for kindergarten registration
- e. Labels for Education: 7000 points donated
- f. Room Parent Coordinator: N/A
- g. School Directory: N/A
- h. Spirit Wear: Spring order will be out on Thursday, must be back by Tuesday. Decals may be sold at carnival. Spirit Wear order forms will be included in the kindergarten registration packet. The forms will need to be completed and have a check written at registration if they want the gear for the spring order. Kindergarten forms will need to be labeled "New Kindergartener" so that Barb knows to contact these parents to arrange pickup of items.
- i. Supply Kits: TBD- see above- waiting to see if we go to a district-wide supply list
- j. Un-Raiser: \$35 was donated this month.
- k. Volunteer Coordinator: N/A

8) Old Business

- a. Target Redcard balance \$374.33! The school receives that money and it's used for purchasing school supplies.
- b. My coke rewards 1424 points! Discussed having a collection booth at the Carnival to collect coke tops.
- c. The PTO Facebook page is accepting posts if you need something posted on there. Zach will create a blurb about the Facebook page to have published in the March newsletter

9) New Business

- a. Submission request for funds: The 5<sup>th</sup> graders are going to the educational day at the Cornbelters Game on May 9<sup>th</sup>. Request to the PTO was submitted for covering some or all of the costs of this fieldtrip which includes:
  - i. Transportation (bus): \$282
  - ii. Tickets \$5 per ticket @ 108 kids: \$540
  - iii. \$3 sack lunch @ \$108 kids
  - iv. Discussion: anything that we do will set a president for future years- so whatever we pay for will be "expected" every future year. Additionally the 5<sup>th</sup> graders are taking a field trip to Funks Grove, so this is not their only field trip. Asking each family for \$10 would cover the entire cost of the Cornbelters field trip. Most people in the room were hesitant to give money for a second fieldtrip.
  - v. Motion by Kirsten and seconded by Zach to not fund any of the money. All were in favor. Sorry.
- b. Spirit Sticks – the PTO may be selling "Carnival" spirit sticks at the Carnival.
- c. Requests for nominations of names for officer positions:
  - i. President: Stephanie Checchi
  - ii. Vice President: Shanna Phillips
  - iii. Secretary: Zach Pershall
  - iv. Treasurer: Carrie Baumann
  - v. Chairs:

Box Tops: chair - Kiersten Douglass / co-chair - Laura Avery

Carnival: chair – Ebony Nebell co-chair – Heidi White

Facebook page: Zach Pershall

Hospitality, staff : chair - co-chair –

Hospitality, student: chair - Karen Osborne - TBD

Labels for Education: chair - Barbara Johnson

Room Parent Coordinator: chair - Kara Moline -TBD

School Directory: chair - Diane Newcomer / shadow -

Spirit Wear: chair - Barb Macke - stay

Supply Kits: chair - Shanna Phillips pending

Unraiser: chair - Barbara Johnson – open if anyone wants it-  
Mandy will help

Volunteer Coordinator: chair - Wendy Dwinal

10) Adjourn – Mandy Fischer motioned to approve, Carrie Baumann seconded. ALL were in favor!

Next PTO Meeting: April 8<sup>th</sup>, 2013 at 6:30 pm