

Benjamin PTO Board Meeting

Monday, September 8, 2014

6:30 pm

- 1) Welcome- President
 - a. Introductions
- 2) Secretary Report
 - a. August Minutes approval
 - i. Motion for approval by Shanna Phillips
 - ii. Seconded by Michelle Pukacz
- 3) Treasurer Report
 - a. 2014-2015 Budget recap-any concerns from committee chairs? (Would need to amend the current budget since it was voted and approved in August)
 - i. Mandy Fischer expressed some concerns that the student hospitality budget might not be sufficient. It appears that past chairs may have been absorbing some of the cost in the past and we don't necessarily expect that from existing and future chairs.
 1. Motion from Mandy Fischer to increase the Student Hospitality line item to \$1000 (funds to shift from Long Term Fund)
 - a. Seconded by Ebony Nebel
 - b. Motion Passed.
- 4) Principal Report
 - a. Thanks to PTO for the staff luncheon catered by Jason's Deli
 - b. Attendance is around 585 (lost and gained a few) – very steady
 - c. Late starts on September 10th and 24th.
 - d. Teachers are participating in learning communities during those late start to address specific opportunities.
 - e. September 16/17 – Vision and Hearing Screens
 - f. 9/23 – School Pictures; 10/28 – Retake picture day
 - g. Evacuation drill on September 25th – evacuate to buses and travel to Eastview.
 - i. Usually takes about 1hr 20 minutes for the exercise.
 - ii. Police Department provides tips and suggestions afterwards for improvement.
 - h. Student Council and Announcement (Benjamin Broadcast) signups due Wednesday.
 - i. Chorus sign-ups currently going on; two different practice options (early and after school)
 - i. Current issue with conflict between Chess and Chorus if they both remain on Wednesday. Looking to possibly move Chess to Friday.
 - j. Scholastic Book fair September 29-October 3.
 - k. 10/10 – Normal Community Homecoming; Normal School Schedule – no early dismissal.
 - l. A lot of Benjamin Students artwork that Miss Traynor submitted was published in a book of student's art from the Midwest.
 - m. Dr. Daniel will be at Benjamin, Monday November 3rd from 5:30-7pm. The event is targeting Teachers, Staff, Parents, and 5th graders for sharing thoughts.
 - n. Curriculum night is September 11th @ 6:30 & 7pm
- 5) Teacher Report
 - a. Teachers want to thank PTO for the catered lunch and the Keurig Coffeemaker.
 - b. Mr. Bosquez went to Cedar Ridge to look at their landscaping and would like to pursue some landscaping.

- i. Looking to see if there is desire to pursue landscaping.
- ii. Would desire low maintenance solutions.
- iii. PTO is interested in pursuing/researching landscaping.
 - 1. Mr. Delveaux will look into high level pricing estimates prior to October meeting.

6) Vice President/Dine to Donate

- a. Sept Dine to Donate Nights scheduled!
 - i. Made \$212 @ Jason's Deli Dine-and-Donate
 - ii. Next dine and donate - 9/22 – Avanti's – flyer required; both locations; 11-close.

7) Committee Reports

- a. Box Tops- Kiersten Douglass
 - i. Bags came home this week. Collection is sometime in October.
- b. Carnival- Erika Hunt
 - i. Four committees
 - 1. Volunteer – need a chair
 - 2. Food – Michelle Pukacz (need a shadow)
 - 3. Basket – Kelly Weber
 - 4. Games – Dan Fischer
 - ii. Carnival will be Friday, March 13th – Freaky Friday Theme
 - iii. Comments or suggestions can be sent to Erika Hunt (elhunt@ilstu.edu)
- c. Hospitality- Mandy Fischer
 - i. Thanks to the committee for kicking off well
 - ii. Combined both the student and teacher hospitality committees into one and have subcommittees for those groups.
 - iii. There will be a hospitality event every month, including six late start breakfasts over the year.
 - iv. Contact Mandy Fischer if you would like to join the committee.
 - v. Going to be delegating through purchasing, so if there's contacts that we can leverage (i.e. someone that works at Panera, or another restaurant for example)
- d. Labels for Education- Barbara Johnson
 - i. Submitted an order for balls today.
 - ii. Collection will be end of October
 - iii. Sweepstakes on the Labels for Education website – please go register!
www.labelsforeducation.com
 - iv. You can link your Kroger
- e. My Coke Rewards- Aslihan Spaulding
 - i. 1507 points
 - ii. Ordered products came in earlier that were requested last year.
- f. Room Parent Coordinator- Ebony Nebel
 - i. Paper sheets will be out at curriculum night for sign-up
 - 1. Asking that Teachers make it a point of emphasis to have parents sign up
 - ii. Each Teacher will be given a sheet about "getting to know you" that can be used for giving gifts to the teachers.
 - iii. Room Parent's will be driving the basket collection for Carnival.
 - 1. Concerns about limited options / ideas driving less baskets last year?
- g. School Directory- Jill Kramer
 - i. Directory slips came home. They were due September 3rd.
 - ii. Hopes to have it out by end of September.
- h. Spirit Wear- Barb Macke
 - i. Record volume amount - \$5757 in sales; profit will come next meeting.

- i. Supply Kits- Shanna Phillips
 - i. One error with the supply kit. There were supposed to be three composition books, where only one was delivered.
 - 1. The extra composition books were delivered directly to the teachers.
 - ii. We earned \$3/kit this year.
 - iii. If there is any feedback, positive or negative, about the experience or quality of product, please let Shanna know.
 - iv. Looking into only doing online orders next year.
 - 1. More details to come.
 - 2. Will need to market it more and earlier for awareness.
 - j. Tyson A+- Aslihan Spaulding
 - i. Flyers have been created. Will be sending out and linking it on Facebook.
 - k. Un-Raiser- Stacy Herren
 - i. As of Friday, \$8,420 has been submitted which is over our budget.
 - ii. A question was asked about why we track whom donated. We have to do it for auditing purposes (on the donator's behalf).
 - l. Volunteer Coordinator- Margaret Heger
 - i. No update.
- 8) Old Business
- a. Long Term Wish List discussion
 - i. Postponed until next month.
- 9) New Business
- a. Evans Junior High 5K
 - i. On Saturday October 25th.
 - ii. Flier has been posted on the Facebook page.
 - b. Evans Dance and Cheer team is offering a clinic on October 7th.
 - c. Shoparoo app
 - i. Take pictures of your receipts and it earns money for your school.
 - d. Facebook Reminders
 - i. Recommend that reminders be sent the day before the PTO meeting.
- 10) Adjourn
- a. Motion from Shanna Phillips
 - i. Seconded by Barbara Johnson

Next PTO Meeting: October 6, 2014 at 6:30 pm