

Benjamin PTO Board Meeting  
Monday, August 13, 2012  
6:30 pm

Welcome- Jennifer Lowrance

Around the room introductions- great turnout this month! Please come again next month and bring your friends. Children are welcome – we have an area where they can sit and play or read while we meet.

Secretary report

- May meeting minutes-motion to approve- Carrie Baumann- 2<sup>nd</sup>- Michelle Pukatz 2<sup>nd</sup>. All approved.

Treasurer report

- Changes made to budget as discussed from August 2012 meeting- motion to approve- Traci Sweeney 2<sup>nd</sup> Apsara. All approved

Principal report

- Attendance down to 705!
- New website for district and schools
- Additional volunteer needed for Chess club to help organize events and practices and allow chess coach to be able to help students. If interested, contact Chess club.
- Curriculum night on Thursday at 6:30 and 7:00. Two identical presentations
- Normal West homecoming this Friday. 2pm dismissal. Theme: Harry potter
- Normal Community homecoming Friday oct 5. Olympics theme. We can use a vehicle in the parade and parent volunteers needed
- Parade time at 2:00
- Mrs Gerike (2<sup>nd</sup> grade teacher) is at hospital right now!!
- Our evacuation plan is Cornerstone Christian.

Teacher report

- Thanks for the hospitality breakfast for late start and the back to school breakfast
- Thanks to parents for help in first week
- Subscriptions- the following subscriptions have been processed:
  - Reading A-Z: 2 new subscriptions with a contact and an intermediate- they will have one representative for each grade ;
  - Rusty- 3 new subscriptions for the three new teachers (already paid);
  - brain pop; brain pop junior
    - motion to reimburse subscription costs: Jennifer Mroz; 2<sup>nd</sup> by Wendy Dwinal. All approved.

Committee Reports:

- Shanna Phillips agreed to be fundraising coordinator- thank you!

Box Tops

- Collection baggies go out this week and must be returned by Oct 17.

- Celebration will be Popsicles
- Box Top online- you can go to box top website and order through there and get extra boxtops

#### Carnival:

- April 15 2013
- carnival co chair: Ebony Neville
- looking for another person to begin shadowing Ebony next year

#### Staff hospitality:

- new teacher gift cards
- new nurse gift card
- staff appreciation breakfasts for late starts
- August and September teacher birthdays

#### Student hospitality

- students all received a sweet treat at back to school night
- some families were upset because non student siblings were not able to have a treat. Some parents even grabbed treats for non student kids and some of the negative feedback outweighs the positive. We will need to figure out whether we want to do this again next year

#### Labels for Education

- Parent books have arrived with information and we will pass out at curriculum night on a table
- e-labels for education for Kroger and jewel stores- you can register your store card and it goes
- October, February and May will be collections for Labels for Education
- We get label points as well for participating in fitness related programs
- Facebook/labels for education: go there and you can win \$50000 for you AND your school!
- After another round or two of label collections we will have enough to look at the wish list catalogue
- Another volunteer to help sort labels with Barbara would be appreciated

#### Room Parent Coordinator

- some of the room parent forms need to be put back in for curriculum night

#### School Directory

- Being compiled and will be sent home shortly with the youngest or only Benjamin child
- Birthday initiations need to be sent by mail using addresses from directory unless the entire class is being invited, or all the boys or all the girls from a classroom are being invited.

#### Spirit Wear

- 363 shirts ordered- largest order to date! \$5,099 total order . Profit- \$930.30
- Another order in November (in time for holidays) and a spring order
- Fall delivery will be in the next couple weeks

#### Supply Kits

- contracts signed for next year's supply kits- we were able to get the biggest discount for signing early

- extra notebooks available for new students that come

#### Un-raiser

- packets are coming in- they will be sorted and counted by next meeting

#### Volunteer coordinator

- all forms are uploaded

#### New business

##### Pop corn machine

- Will be ordered and will include all supplies at least for initial order. Contact state farm agent Steve haas to see if he has extra popcorn bags
- Popcorn supplies: the PTO will fund the machine and the cost of popcorn supplies for the start up. The carnival will purchase its own supplies. The teachers will receive a supply of all materials initially for this year. There will also need to be a person at school in charge of the machine.
- Motion to provide popcorn to teachers for a year so we can track expenses: Motion by Dawn Shelton; 2nd by Zach Perschall

#### Lexia subscription

-Discontinued as a district (except for special Ed). The home access for students was very nice but the cost was too much for a district wide subscription. Action item: Michelle Kraft needs to provide research for Lexia and the fast math program and provide the teacher request for funds and we will discuss at the Next PTO meeting.

Wish list - This discussion will be postponed til October meeting but in the meantime please think about things we would like to use for a wish list and how we want to discuss with teachers what items they may want to purchase. There may be specific needs and an open list.

Meeting adjourned - motion by Mrs Mroz and 2nd Zach Perschall