

# BCG PTO Meeting

Chatham Area Public Library

October 3, 2017 6:00 p.m.



## I. Welcome & Introductions

Meeting convened at 6:05 p.m. with welcome and introductions. Kelly Settlemoir was introduced as the new BCG PTO Executive President.

## II. Treasurer's Report

School supply kits bill was paid. We deposited \$310 for Spirit Wear from Meet the Teacher Night.

## III. Committee Reports

### a. School Supplies

No new report.

### b. Directories

The order form has been distributed to students. Orders are due October 16. We will count later in the week, giving time for late forms. Delivery to students is expected the week of October 30. We are waiting on PreK information, all other data is ready for formatting. Directories will be spiral bound this year.

### c. Spirit Wear

New Spirit Wear order form was passed around. We will be asking Greco to lighten the pictures so some designs can be seen more clearly. We have added smaller and extended sizes. More designs and sizes, as well as size charts, are available online. We are encouraging people to check online, not necessarily order online. People were asking for Spirit Wear for Homecoming week. PTO is sold out. We will check into ordering extra in the spring, or possibly ordering earlier in the school year.

### d. Book Fairs

Angie met with the book fair team to get everyone up to speed on roles. The book fair guide has been updated. Princess Truly author visit has been confirmed. Scholastic will be sending 50 extra of her books to each school. Book delivery is set for October 30. Glenwood will be selling books November 6-10. Ball and Chatham will sell November 7-10. The Scholastic representative will be helping with set up at Ball as librarians and volunteers are new. There will be time for teacher previews and for them to do book wish lists. The PTO will offer lunch cards to volunteers.

- e. Fun Fair  
Angie reserved GES for Fun Fair on March 24. The reservation fee is being waved. We will pay for the cook and custodian. We will need to confirm the cook's hours with Jim Lovelace. GES Principal will schedule custodians. Chatham Elementary is gifting the bounce houses. Bounce house, face painter and magician will need to be scheduled. The Past President will get the volunteer list and donation request letters to the chair. We will need a meeting after Christmas to work on more details. We will need to avoid nuts and latex in prizes. Stuffed animals were suggested in lieu of food at the cake walk.
- f. Box Tops & Pizza Tops  
No new report.
- g. Staff Appreciation  
No new report.
- h. Website & Social Media  
A new website is ready to go as soon as approved. We will come up with guidelines for sharing community events, similar to Virtual Backpack. We do not have a high resolution copy of the BCG PTO logo, may need to do a new logo. This would be needed for new brochures, thank you cards and business cards as well. Jenny suggested a social media like/share/comment contest to advertise Spirit Wear.

#### IV. Vice President's Reports

- a. BES  
Library is looking for volunteers to help with check out. We will need two volunteers to help with Fall Party sign-in table.
- b. CES  
We will need volunteers to help with Fall Party and Veteran's Day program sign-in table.
- c. GES  
.We will need volunteers to help with the Fall Party sign-in table.

#### V. Principal/AP Reports

- a. BES  
We held a railroad safety program on Monday, it went very well.
- b. CES  
Title 1 Family reading night is October 19. Thank you for helping with the Pizza fundraiser truck. Approximately \$10,000 was raised for each school.

c. GES

Family reading night was last week, the response was good. Family trivia night will be soon. Offer versus Serve is being rolled out to fourth graders. Kids will be educated on how to divide plates. Must take 3 of 5 options, including a fruit or a vegetable. The rollout will continue down the grade levels. Kindergarteners may not get to choose as a time constraint. This is part of a waste reduction goal.

President's Report

Kelly Settlemoir is the new Executive President. She asked the school VPs to forward school events to Jenny, the Social Media chair. Past President Angie is looking for storage options for Fun Fair items. 7<sup>th</sup> and 8<sup>th</sup> graders build a shed, we may be able to buy that. Placement and maintenance issues may make that a non-option. Angie will check on prices for a storage shed. Ball may be able to rearrange their storage to make room. Angie is working on promoting SCRIP. She is also checking on insurance for all three PTOs, both separately and together.

VI. Other Business

None.

VII. Next meeting – November 7, 2017, 6:00 p.m., Chatham Public Library

VIII. Meeting Adjourned at 7:30pm