

BCG PTO Meeting

Chatham Area Public Library
September 4, 2018 6:00 p.m.

Pending Minutes



I. Welcome & Introductions

Kelly called the meeting to order at 6:05 p.m., followed by introductions.

II. Approval of August Minutes

Keri sent out minutes of the August 7 meeting to board members and committee chairs prior to this meeting. Members present approved the minutes by a unanimous voice vote.

III. Executive Treasurer's Report

The Bank Account Reconciliation and YTD Net Income statement are attached.

IV. Committee Reports

a. School Supply Kits

We had one unsold consignment kit from walk in registration. PTO will hold the kit for next year. We have signed with the same company for next year's kits.

b. Directories

Work will start on student directories in early September. Pricing will remain the same, \$5 for directories and \$1 for note pads. Note pads will go back up to 4"x6" (versus 4"x4" last year). We will order 10 extra directories per school, 5 more than last year. Orders will be due October 3. Order counting will be October 8. Delivery is planned for October 22.

c. Spirit Wear

Fall sales seem to have done well. We should have numbers by next meeting. Sorting of orders will be done this week with delivery to classrooms on Friday. We still need 2-3 volunteers per school to help with delivery. We are in the beginning stage of planning a Winter Spirit Wear sale. Kristi Ford and Karrie Clark volunteered to be Co-Chairs.

d. Trivia Night

Trivia Night is scheduled for November 16 at Sangamon Prairie Reception Center. Dave Kimsey is our emcee. Jenny is designing a registration form. Heather Fitzgerald and Lindsay Townsend volunteered to manage the silent auction. Tickets will be \$10, maximum 300 people. Advertising needs to start quickly. More details need to be worked out as soon as we have Committee Chairs.

e. Fun Fair

Fun Fair is scheduled for February 23. Brandi and Angie are checking on pricing and availability of entertainment. They are looking into adding a second, different entertainment option. Angie will be booking the bounce houses (Principal's fundraiser reward). We may send out a survey to find out what people liked and didn't like at Fun Fair.

f. Box Tops Etc.

A special Box Top earning opportunity is posted on our Facebook page and in Virtual Backpack. Please share with friends.

g. Website & Social Media

Traffic is going up at our Facebook page. Meet Your PTO Facebook posts were well received. Jenny is updating Teacher Favorite Things surveys.

h. Book Fair

Book Fair is set for the week of November 5. Book Fair chairs need to complete the Follett webinar workshops by early October.

i. Staff Appreciation

Erica Williams and Janie Murphy volunteered to Co-Chair BES Staff Appreciation. Karrie Clark volunteered to serve as Co-Chair at GES.

V. Vice Presidents' Reports

a. BES

BES had a lot of new volunteers sign up on Meet the Teacher Night. Parents would like to be able to opt out of fundraiser sales in exchange for a cash donation.

b. CES

CES has a lot of new volunteers sign up on Meet the Teacher Night. We will need 2-3 volunteers per school for unloading/sorting the school fundraiser on Thursday, September 27. Volunteers should wear comfortable clothes, it can be warm in the Gym.

c. GES

GES also has a lot of new volunteers who signed up on Meet the Teacher Night. We are set for Picture Day volunteers.

VI. Principal/AP Reports

a. BES

This year students in 2nd through 4th grade are 1 to 1 on Chromebooks. Kindergarten and 1st grade have 60 Chromebooks per grade.

b. CES

Universal Reading screening was finished last week. All SIP days are professional development days for the new ELA programs. We still need substitutes in all areas.

c. GES

Our focus this year is on Social and Emotional learning.

VII. President's Report

Kelly will be meeting with Dave Kimsey about Trivia Night. She will also be setting up a conference call with Follett about Book Fair.

VIII. Other Business

www.ballchathamglenwoodpto.org

Find us on Facebook @ BCG PTO

None

- IX. Next meeting –October 2, 2018, 6:00 p.m., Chatham Public Library
- X. Meeting Adjourned at 7:10p.m.





