

PROPOSED Minutes
BCCS PTO General Meeting
Thursday, January 10, 2019 3:30 pm
Byron Center Charter School High School

Call to Order by Pam Anderson, president, at 3:35pm

Attendance Pam Anderson*, Erin Gregorski*, Dana Coffey*, Melinda Ganka*, Mr. Kasmer, Jen Shanklin, Polly Timmerman, Christine Syswerda, Beth Jones

A Quorum was reached *denotes PTO Board Members

Review & Approval of Minutes from December 6, 2018 PTO General Meeting - approved.

Principal's Report

- **Reading Literacy:** BCCS will host a series of events focusing on new laws for third grade reading requirements. The goal of the events is to help inform parents and guardians about what is required by law, how the school is helping the children meet the requirements, and give home teaching tools to parents and guardians to help children learning at home. Mr. Kasmer and the office will distribute information on the events including:
 - January 15 @ 6:30pm: Adult only reading information night with a guest speaker, Wendy Miller.
 - *PTO requested to supply coffee and water service.*
 - February 26 @ _____pm: Literacy Night with workstations for parents and children to explore different reading and educational tools and methods together.
- **Food Services:** Reviewed some updates to the lunch program and shared there are discussions about breakfast service potentially starting next school year.
- **Building improvements:** Future: front parking lot replacement. Current and past: Roof and HVAC work completed, new phone service beginning, and computer upgrades.
- **Kindergarten Roundup & Open House:** March 19, 2019.
 - *PTO to offer cookies, coffee, and water during open house.*
- Mr. Kasmer will be emailing a newsletter tomorrow with the above information in detail.

President's Report

- Apparel Update - complete. Looking at organizing another group order in the spring and considering different logo choices. Current orders seem to be holding up well and we are pleased with the products.
- Holiday Shop (12/13 & 12/14) Review
 - Positive review from PTO volunteers and meeting attendees. PTO has committed to using the Little Shoppers program again next school year.
 - Recommendations made or asked during this year's event: (1) Ask parents/guardians if the their shoppers have extra money, can they buy something for themselves? (2) Could do smaller groups and return/rotate them faster ie: return those who are finished even if some from their group are still checking out. (3) Have a wrapping table separate from the payment tables, perhaps in front of the piano or where the food was set up. (4) Using the shopping bins from the carnival supplies helped keep items together and organized. (5) Empty display boxes (ie: an empty mug box because the mug is on display) should be set aside behind the cashier's desk to avoid shoppers receiving empty items. (6) Writing the daily class and volunteer schedule on the whiteboard.
- Girls on the Run Update
 - Mrs. Shanklin is coaching again - thank you! Still looking for a second coach. Current signup count is approximately 10. Last year 9 girls participated. January 23 Gazelle Sports will be at BCCS to fit the girls for shoes, starting at 12 noon. Running begins February 26th and will generally practice on Tuesdays and Thursdays for 1.5 hours. Last practice May 16 and final race will be May 18th.

- PTO Taxes - Finished and submitted by Pam - thank you!
- Walk-A-Thon/Get Movin' Crew Check - has been received and will be deposited 1/11/19.
- Cookie Dough Fundraiser, February 1-15 Looking for someone to head up the cookie dough fundraiser as Trisha Stratton no longer available to help. Pam will put out an email post to see if anyone is willing to head up the fundraiser.
- Annual Corporation and 501c3 Paperwork is filed and the cost was only \$20.00. Beth Jones has been added as a director per the needs of the paperwork.
- Book Fair, March 7 - (Pam reporting for Lisa Lytle) Books will be delivered BCCS on the February 28, the preview will be March 4, and the book fair March 7. Pam still working with Scholastic to help Mrs. Kline use her \$50 gift card.

Vice-President's Report

- Daddy Daughter Dance, K - 5, (Feb 22). Lynnsy helps plan the dance. Jen Walenta asked to be included with the planning emails to help combine and coordinate efforts for the Student Council sponsored dance that happens the following night. Separate PTO meetings will be held to work on planning this event together and parents will be invited to participate as well.

Treasurer's Report

- Disbursements / Reimbursements
 - Request: No requests at this time.
- Balance Sheet Review \$13,338.43, of that \$210 is Scrip, Band \$122.41

Secretary's Report

- Copy Room running smoothly. Nothing else to report.

Scrip Report [Link to Scrip Web Page](#)

- Moved the morning sale days to Thursdays. Still looking for ways to bring in new Scrip users. Beth is sending out letters to families with their funds status and designation request.
- Mr. Emmelkamp will host a family meeting about the Washington DC trip. Beth will present Scrip at that meeting to share how to earn and save for the trip, even years ahead of the trip, using Scrip.
- Beth will have a table in the hallway during the next conferences as well.

Band Booster's Report

- Silent Auction Update - The silent auction for this school year (March 1) has been cancelled with the next auction date to be set in the fall of the following school year. This is a part of the Silent Auction and Walk-A-Thon switching the time of year the events are held annually. It will allow Band Boosters to recruit members and organize the auction.
- Band Booster Meeting Dates
 - PTO will host a Band Boosters information meeting immediately following the February 7th ~~6pm~~ PTO General Meeting. This will be to help recruit booster members and continue supporting our fantastic band program.
 - Motion approved to move the PTO General Meeting to 5:30 and begin the band meeting at 6:30.
 - Who will promote the meeting - Mr. Beyer will send an email to band families.

Upcoming Events

- February - notice of officer nominations via flyer, email, facebook, remind.

Adjournment at 4:23pm.

Next Meeting: Thursday, February 7, 2018 6:00pm, HS Science Room

PTO Event Overview

Key: Hospitality Fundraising Family Events General

August

- 08/02/18 PTO Meeting @ 9:30 am
- 08/23/18 Open House 6-7:30pm

September

- 09/06/18 PTO Meeting @ 3:30 pm
- 09/07/18 New Family Ice Cream 6-8pm
- 09/21/18 Family Movie Night 6-8pm

October

- 10/04/18 PTO Meeting @ 6pm
- 10/05/18 *Walk-A-Thon*
- 10/11/18 Book Fair *During P/T Conferences
- 10/11/18 Teacher Conference Meal

November

- 11/01/18 PTO Meeting @ 3:30 pm
- 11/09/18 Mother/Son Night 6-8pm

December

- 12/06/18 PTO Meeting @ 6pm
- 12/13-12/14 Holiday Shop 8-3pm

January

- 01/10/19 PTO Meeting @ 3:30 pm

February

- 02/07/19 PTO Meeting @ 5:30pm
 - Notice of March Officer Nominations
- 02/07/19 Band Meeting @ 6:30pm
- 02/01 -02/15 Cookie Dough Fundraiser
- 02/22/19 Daddy/Daughter Dance 6:30-8:30

March

- ~~03/01/19~~ *Band Silent Auction*
- 03/07/19 Book Fair *During P/T Conferences
- 03/07/19 Teacher Conference Meals
- 03/19/19 Kindergarten Roundup/Open House
- 03/14/19 PTO Meeting @ 3:30 pm
 - Officer Nominations
- 03/23/19 Grandparent/Special Person Day
 - 9-10:30am & 12:30-2pm

April

- 04/12/19 PTO Meeting @ 6pm
 - Officer Elections

May

- 05/02/18 PTO Meeting @ 3:30 pm
- 05/03/19 Carnival 6-8pm
- 05/06-05/10 Teacher Appreciation Week
- 05/07/19 Teacher Appreciation Day
- 05/23/19 Graduation @ 7pm
- 05/24/19 Field Day @ 12:30-2:40 pm

June

- TBD PTO Meeting @ 6pm

July

- 07/04/19? Dorr July 4th Parade 10a-12p
- 07/27/19? Byron Days Parade 10a-12p

*****2019-2020 Tentative Event Changes*****

Fall 2019: Band Silent Auction

Fall 2019: Carnival / Family Fun Night (Sept)

Spring 2020: Walk-A-Thon (end of April/early May)