

Minutes
BCCS PTO General Meeting
February 1, 2018 @ 6:00pm
Byron Center Charter School, Mrs. Bell's Science Room

Call to Order: 6:07pm by Pam Anderson

Attendance: Pam Anderson*, Erin Gregorski*, Dana Coffey*, Melinda Ganka*,
Beth Jones, Mark Kasmer
A Quorum was reached *denotes PTO Board Members

Review & Approval of Minutes from January 4, 2018 - Approved

Principal's Report

- Title 1 reading program is ramping up
 - Mrs. Dolinski and Mrs. DeVries will need help with copies
- Grandparents Day Changes - March 23, Friday
 - GrandFriends Day parking concerns
 - BCCS planning on changing to shifts
 - 9-10:30am (K-2 grades) and a 12:30-2pm shift (3-5th grades)
 - Kids will be allowed to be dismissed with their special person

President's Report

- **Amazon Smile Update**
 - N/A as of yet
- **Walk-A-Thon Update**
 - Pam to set up meeting with Mr. Kasmer, Mr. Fackler, and PTO
- **PTO Today Live Event (TUE, April 10)**
 - Attendance fee \$2.50 at the Deltaplex
 - Anyone who participates with PTO is welcome to attend
- **Girls on the Run Update**
 - Starts Feb 27th
 - T - TH 3:15 - 4:45pm
 - 9 girls signed up for the first year
 - Ms. Roose and Mrs. Shanklin are coaching
 - Need additional person to be here to supervise
 - Anyone over the age of 16th
 - May have senior assistants
 - Pam working on a Binder for the coaches
- **PTO Facebook Page Update**
 - Former page administrator handed administration to Pam
 - Questions on how to use the page and what material is appropriate for publication
 - Suggestion: Make Two Pages
 - PTO Announcement Page and
 - BCCS Families Page
 - Both would still need administration
 - Both would need posted guidelines
 - *Motion to approve both pages: seconded - approved*
 - Administrator Ideas: front office staff?
 - How do we measure the effectiveness of a Facebook page? Is it worth the effort?
 - Do we have an instagram page? Can we link it to a facebook page?
 - Discussion ongoing and the idea is tabled until we can review guidelines and area pages.

➤ **Committee Report - Hospitality**

- **Book Fair, March 8**
 - Box is at Pam's already and is in touch with Scholastic
 - Has Ordered Geronimo Stilton costume
- **Parent/Teacher Conferences & Teacher Meal**
 - Meal Ideas: Taco's last time.
 - This time: Baked Potato Bar
 - Will do a Signup Genius for additional foods
 - PTO supply potatoes and any items not signed up for
- **Teacher Appreciation in 95 Days**
 - Pam did order goodies from PTO Today per free email offer.

Vice-President's Report

➤ **Committee Report - Family Events.**

- **Daddy-Daughter Dance (2/23/18)**
 - \$5/family; Budget is \$100
 - Theme: Love You To The Moon!
 - Will utilize SignUp Genius for misc items
 - Pam has ticket template and tickets will be done the same as years past
 - Erin has presented to Student Council the theme if they want to use it for their dance the following evening.
 - Maybe student council can help with setup Friday night and get volunteer hours.
 - Photo Frames: do we still have a supply? Is Polly still helping with frames? (Yes)
 - DJ is set, maybe one game, coloring page, snacks, photo album.
 - There will be a dance committee meeting to work on final details.
- **Popcorn Sale Update**
 - **Two days in March? 3/1 & 3/23 (Grandparent day + Reading Night)**
 - **Idea:** Can we turn popcorn money over to the yearbook committee to help reduce the cost of the yearbooks? The yearbook class during last hour can make and run the popcorn fundraiser one Friday each month.
 - **Mr. Kasmer approves the yearbook class making the popcorn.**
 - **Question:** who purchases the supplies - PTO will
 - *Motion to approve - seconded - approved for yearbook class to do popcorn pending Mrs. Humes approval*
 - Erin to discuss with Mrs. Humes tomorrow
- **PTO Reading Night, March 23 6-8pm**
 - Community building night
 - May incorporate different Title 1 information as well

Treasurer's Report

➤ **Disbursements / Reimbursements**

- **Disbursement:** Teacher/Classroom Supply Boost
- **Disbursement Request/Update**
 - Mrs. Timmerman - Kids Wobble Chairs 15", 1-2 quantity
 - \$59-70/chair
 - Has received
 - Ms. Miedema - Has received one 17" chair
 - Ms. Roose - Has received one 17" chair
 - Mrs. Dolinski - Wobble Chairs 18", 1-2 quantity (Ordered)

(Treasurer's Report Continued)

- **Disbursement Request:**
 - Mrs. Kingsley - Art Drying Rack \$140
 - Mrs. Kingsley - Tack Bars for Hallway \$72
 - Both would go toward grades K - 5
 - Pam to ask Jill if both items can come out of the school building budget.
- **Disbursement Request:**
 - Supplies for Girls Bathroom
 - Motion to approve - seconded - approved
- **Reimbursement:**
 - None to mention
- **Balance Sheet Review**
 - Balance: \$10,484.70
- **Committee Report - Fundraising**
 - **Cookie Dough Sale (2/2 - 2/12)**
 - Jill helping coordinate getting flyers to classes to go home Fri afternoon.
 - Discussion on where the funds contribute:
 - Yearbook? Band Boosters? Tabled until March meeting to see how much comes in.
 - PTO is available to help sort orders when they come in. Kids can also participate to earn community hours.
- **Passive Fundraising Update - Jami Oudbier**
 - March is **Box Top** Submission month - push for submissions
 - Send out collections bags OR print outs to classes
 - Who can help?
 - Would PTO or Band Boosters like to sponsor a class prize for whichever class turns in the most Box Tops?
 - Band Boosters willing to help with labor of March submission
 - *Motion to keep the personal trinkets for students who turn in 25 or more Box Tops. Seconded - approved*
 - Will promote on Fri announcements and on Facebook page, Instagram, definite focus to have student recognition for the prizes.
 - **Family Fare** receipt total at \$8,766 need to get to \$150,000
 - no expiration at school year end
 - **Scrip** - Considering bringing help for Scrip program
 - January earnings: \$34.68
 - Would like to stay with Monday ordering and Friday pickup

Secretary's Report

- **Committee Report - Support**
 - **Copy Room** - Upcoming copy room help needed with Title 1 Reading support
 - **HeroBoys Running Club**
 - Pam Submitted Site Application online
 - Review of Return Email from HeroBoys

Band Booster's Report

- **Band Candy Review**
 - Still have candy remaining and will sell
- **New Business**
 - **March 16th Big Fundraiser:** Chili Cookoff, Live Jazz, & Silent Auction
 - Details coming together well
 - Need more material donations auction items
 - **Need Drivers for Band Events**
 - Can post on pages
 - Can the band hire a bus?
 - Beth and Mr. Kasmer to work on this idea

New Business

- **Notice of March 2018 PTO Officer Nominations**
 - **March: Nominations**
 - **April: Officer Elections**
- **Question: When do we form the schedule for next year? (2018-2019)**
 - Will be discussed during the June PTO meeting

Announcements

- **All school will need to fill out Activity Sheet Form for all school use 10 days in advance of events.**
 - Pam has already filled out the forms for the rest of the PTO events for 2017/18.

Adjournment 7:55pm

Next Meeting: Thursday, March 1, 2018 3:30pm HS Science Room

****Notice of March Officer Nominations***

PTO Event Overview

Key: Hospitality Fundraising Family Events General PTO

August

- 08/03/17 PTO Meeting @ 4pm
- 08/22/17 Open House 6-7:30pm

September

- 09/07/17 PTO Meeting @ 3:30pm
- 09/08/17 Popcorn
- 09/08/17 New Family Info Night 6-8pm

October

- 10/05/17 PTO Meeting @ 6pm
- 10/06/17 Walk-A-Thon
- 10/06/17 Popcorn
- 10/12/17 Book Fair *During P/T Conferences
- 10/12/17 Teacher Conference Meal

November

- 11/02/17 PTO Meeting @ 3:30pm
- 11/03/17 Popcorn
- 11/10/17 Mother/Son Night 6-8pm

December

- 12/01/17 Popcorn
- 12/07/17 PTO Meeting @ 6pm
- 12/08/17 Craft Night 6-8pm
- 12/15/17 Holiday Shop 8-3pm

January

- 01/04/18 PTO Meeting @ 3:30pm
- 01/05/18 Popcorn

February

- 02/01/18 PTO Meeting @ 6pm
 - Notice of March Officer Nominations
- 02/02/18 Popcorn
- 02/02 - 02/12 Cookie Dough Fundraiser
- 02/23/18 Daddy/Daughter Dance 6:30-8:30

March

- 03/01/18 PTO Meeting @ 3:30pm

- 03/02/18 Popcorn
- 03/08/18 Book Fair *During P/T Conferences
- 03/08/18 Teacher Conference Meals
- 03/23/18 Grand Friend Day
- 03/23/18 PTO Reading Night 6-8pm
- 03/23/18 Popcorn

April

- (04/10/18) PTO LIVE event @ Delta Plex
- 04/12/18 PTO Meeting @ 6pm
 - Officer Elections
- 04/13/18 Popcorn
- 04/20/18 Carnival 6-8pm

May

- 05/03/18 PTO Meeting @ 3:30pm
- 05/04/18 Popcorn
- 05/07-05/11 Teacher Appreciation Week
- 05/08/18 Teacher Appreciation Day
- 05/17/18 Graduation @ 7pm
- 05/25/18 Field Day @ 12:30-2:40pm

June

- 06/07/18 PTO Meeting @ 6pm

July

- 07/04/18? Dorr July 4th Parade 10a-12p
- 07/28/18? Byron Days Parade 10a-12p