

Ben Franklin Meeting Notes:

Ben Franklin PTO

October 9, 2024 at 6pm

Ben Franklin Library

Present:

Jen Manvilla: President (New)

Melissa Kooping: Vice President (New)

Sarah Burns: Treasurer (New)

Dianna Peccarelli : Secretary (New)

Mr. Hein: Principal

- **Call to order**
- **Minutes:** review from prior meeting from Secretary (N/A for this meeting)
- **Officers' Reports:**
 - President's Report - slideshow
 - Vice President's Report (N/A for this meeting)
 - Treasurer's Report

Treasurer's Report:

- **PTO Starting Balance for 2024: \$979.21**
- New Bank Account was opened and closed by the prior President, Nicole
- New checks were ordered due to new bank account
- PTO raised \$400 with the 50/50 raffle from Popsicles on the Playground - Profit was \$200.
- **Bobcat Bolt** - so far raised \$18,500
- **October Starting Balance - \$1,515.40**
 - Questions: That seems low for starting balance. Why is the starting balance so low and where did the money go? (Answers: Don't know)
 - Are there past records for the events? (Answers: No - records/playbooks were not passed down to all the NEW PTO Members)
 - Was furniture purchased for last year as requested from Principal Mrs. Jewell? (Answer: No - furniture was purchased)
 - Moving forward, the PTO board will be transparent, communicate and provide detailed treasurer reports at every PTO meeting to keep Ben Franklin families informed.
 - Attached is the Treasurer's Report for September 2024 and beginning balance for October.

- **Event/Committee Reports**

- Fall Fun Fair is Nov 1
 - Will have: crafts, raffle baskets, music/dance, games, concessions
 - Large raffle fundraiser; families can donate items, too!
 - **Suggestions from parents for food options:** Offering sugar free drinks, allergies candy, soft pretzels, popcorn, pizza, Cheetos
 - Tickets will be sold for games and concessions
 - Still need volunteers
 - Raffle Basket information was sent to all teachers
 - Each teacher picked a theme for the classroom for the Raffle Basket
- Mary Straub book fair update
 - Dates November 4-8th, Family Night Wed. November 6th
 - Volunteer form will be going out shortly for Book Fair

- **Principal's Report**

- Talked receiving good feedback from student survey - wants students to enjoy coming to school, Staff engagement goal - positive feedback and impact
- Thursday mornings - school wide Ben Way assembly. Living by the Ben Way and how students are being their best at school
- Family engagement goal - survey. Encouraging parents to share positive stories and feedback
- Suggestion by Parent: Add a shout out link in Ben Franklin Newsletter for parents to share positive stories

- **Unfinished (old) business**

- **Popsicles recap**
 - \$200 profit for PTO and \$200 to a winner!
 - High family engagement
 - Thanks to Mr. Devine for the field day set ups
 - Went through 160 popsicles!
- **Bolt recap**
 - So much fun; thanks to ALL our volunteers!!!
 - Met our goal (which is higher) ahead of last year & more on top!
 - Low 5th and 2nd grade participation

- **New business**

- **Vote new VP into place**

- Motion was made by Jen Manvilla, President for Melissa Kooping to Be Vice President & Dianna second. No Discussion or questions by parents. Motion approved
 - Melissa Kooping is now Vice President
 - The VP position became available when Jen Manvilla, our previous VP, transitioned into the President role as outlined in PTO Bylaws, *Article IV*

- **Add 5-day business day timeframe for depositing money after an event to bylaws**

- Motion was made by Jen, President. Dianna, Melissa, Sarah second. Motion Passed.

- **Monthly treasurer reports via email to PTO and principal to bylaws**

- Motion was made by Jen, President. Dianna, Melissa, Sarah second. Motion Passed.

- **First grade request for recess equipment**

- Mrs. Boris presented a slideshow for playground equipment
 - **Short Term Goals:** Paint the blacktop: MirrorMe - Throw from Here - Movement Pathway - Problem Solving Steps
 - **STEP:** Say the problem, think of solutions, explore consequences and pick the best solution
 - **Long Term Goal:** Partnering the FHS construction class - Stepping Stumps - log Maze - Log Seesaw - Block Play - Ring Toss - Log Playhouse
 - **Next Steps from Here:** Communicating with Any Daniels - When is Resurfacing? Earliest Would be the summer 2026 - Get Approval / permission
 - **Budget - fundraisers - collections**
 - Connecting with the high school art and construction programs to finalize plans
 - Storage will be needed
 - **Suggestion:** Check with the Eagle Scout for help
 - Possible Option: in the future parents volunteer at recess
 - **Birthday Present/Donate Suggestions:** Classroom ball like kick ball, football, basketball, or winter items snow brick makers and snowman makers

- **Suggestions From Ben Franklin Parents from the PTO Meeting:**

- Have one document for Teacher's Wish list and teacher's favorite list
 - In future have a parent or two be Class Room Parent to coordinate the Raffle
 - Baskets for the class
 - To be detailed and specific in Sign Genius regarding the volunteer roles - so parents know what they are volunteering for
-
- **Announcements and next meeting date**
 - Please fill out volunteer form
 - Please join the directory
 - Thank you for coming and please join us Dec 11th!
 - Winner for attending the PTO meeting was Andie Houle! Andie received Rosati's gift card

 - **Motion for meeting to Adjourned**

Meeting Adjourned at 7:30pm