

**Ben Franklin Elementary PTO**  
February 2020 Meeting Minutes

**WHEN:** Wednesday, February 19, 2020

**WHERE:** BF Library **Facilitator(s):** Kim Naughton

**PTO BOARD:** Kim Naughton, Dina Calu, Carrie Spiteri, Lauren Berger, Stacy Donohue, and Megan Coopersmith

**ATTENDEES:** Principal Jay Billy, PTO Board, Ben Franklin Parents/Guardians, Anna Marie from Apex Leadership Co.

**START TIME:** 7:06pm **END TIME:** 8:15ish

<b>Topic and Spokesperson</b>	<b>Discussion Points</b>
<p><b>Introductions</b> Kim Naughton</p>	<p><b>Apex Leadership Co.</b>            Anna Marie from Apex Leadership Company came to speak and advertise her company. She is a new business owner that lives in Flemington. Apex is a company that specializes in fundraising. She says her company enables schools to achieve 50% more funds than product based fundraising. Her company offers a 2 week program at the school which instills positive messages and leadership skills to the students. The theme is “Game On.” The program has leadership lessons, anti bullying lessons, empowerment, and health and fitness lessons. Each day of the 2 week program a different activity occurs at the school. Every child receives a t-shirt, lanyard, and other swag. During a few of the days, collegiate athletes visit the school and engage with students. The end of the 2 week program culminates with a fun run in which kids obtain sponsorship from their family and friends to raise funds.            -\$1500 paid to Apex up front to lock in the dates. She states that the following year, if our school does not wish to do the program again, we will be refunded the \$1500.            -For all the money raised, Apex receives 48% of the profit and our school receives 53%.</p> <p><b>Introductions</b>            -Everyone introduced themselves and the grade and teacher of their child.</p>
<p><b>Principal Update</b> Mr. Billy</p>	<p>-Flu is mostly gone from the school. Another case of strep today though. Continue to encourage your children to wash their hands etc.</p> <p>-MLK Day- The community service day was held the day after MLK day so all students could be involved. It went well. Students made over 200 bags of food for HomeFront and 150 for TASK. Cards and posters went out to a senior center and cards to Children’s Specialized Hospital.</p> <p>-Bonnie Watson Coleman visited the school. She is a local congresswoman and came to see the students and picked up Valentines letters to be delivered to veterans.</p>

**Principal Update**  
**cont.**  
Mr. Billy

**St. Baldrick's Fundraiser:**

-Please encourage your children to be part of the Ben Franklin team to help raise money for St. Baldrick's Foundation. Over the last 8 years of participating, Ben Franklin school has raised almost \$88,000 for St. Baldrick's. He encouraged the families to teach their children the importance of donating to a charity. Even contributing just \$1 has a powerful impact on the students and instills a sense of community and togetherness.

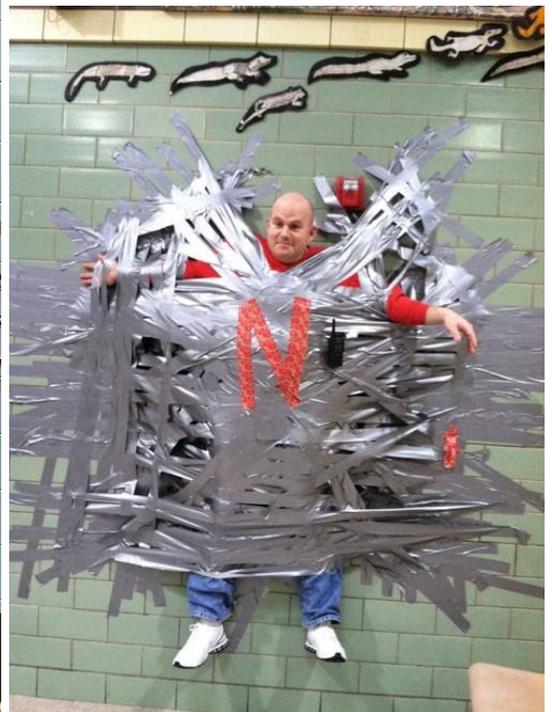
-Things that you can do to get involved: sign up to participate in the Color Run on March 14th, sponsor a participant on the Ben Franklin Team through the link below, donate towards the "Tape Mr. Billy to the Wall" event, and/or sign up and get your head shaved at Amalfi's on March 14th.

-You do NOT need to shave your head to get involved and help raise money!

-Siblings and adults are encouraged to get involved too and participate in the Color Run or head shaving activities.

-One of the prizes being offered in the raffles at Family Bingo is getting to paint Mr. Billy's head for St. Baldrick's fundraiser.

-Tape Mr. Billy to wall: During a spirit assembly, Mr. Billy will stand on a stool while the tape gets applied by the students and then the stool is removed and hopefully enough pieces of tape have been purchased through the fundraiser to allow Mr. Billy to stay taped up to the wall! Can't visualize it? Here's a couple inspirational photos to get the idea:



<p><b>Principal Update cont. Mr. Billy</b></p>	<p>*HELPFUL LINKS:</p> <p>To learn more about St. Baldrick's Foundation: <a href="https://www.stbaldricks.org/">https://www.stbaldricks.org/</a></p> <p>To sponsor Mr. Billy in his St. Baldrick's fundraising efforts: <a href="https://www.stbaldricks.org/participants/mypage/1053255/2020">https://www.stbaldricks.org/participants/mypage/1053255/2020</a></p> <p>To join the Ben Franklin team on March 14, 2020 at Amalfi's in Lawrenceville: <a href="https://www.stbaldricks.org/teams/mypage/127546/2020">https://www.stbaldricks.org/teams/mypage/127546/2020</a></p>
<p><b>PTO President's Update</b></p> <p>Kim Naughton</p>	<p>-Please recycle flyers/information at home. Sending it back to school is extra work for staff/admin to sort through.</p> <p>-Also, we understand and acknowledge not every fundraiser is a fit for every family. We just try to find an array of ideas that will benefit the school and the students.</p> <p>-PTO Facebook page v. Ben Franklin discussion page. Please note that the PTO is NOT in charge of the discussion page. If you have a PTO related question, please visit our PTO page. We don't get notifications from the Ben Franklin Discussion Page so please just use Ben Franklin PTO Page with questions about PTO related things. During the meeting, there was a brief discussion by some board members, the administrator of the Ben Franklin Discussion Page Facebook account, and the other parents/guardians in attendance regarding the confusion and it was suggested that maybe a clarification needs to be made as to the purpose of the pages or perhaps it should be consolidated into one page instead.</p> <p>-Our goal for the remainder of the year will be trying to only send online/email flyers that don't require anything being returned to the school for a chair. Flyers that require money/information will still be sent home as well as being able to be viewed online. Reducing the amount of flyers to only those events needing information returned back to the school or money sent in will help save the school money on paper and printer ink.</p> <p>-Review/explain changes to by-laws Typically bylaws are updated and reviewed every 6-8 years. It was time to go through them. PTO board sent email with the updates so will briefly explain changes:</p> <p><u>Articles 1, 2, 4:</u> Grammar corrections, fluency of language corrected <u>Article 3:</u> stating about membership and clarified who can be a PTO member and serve on the Executive Board and who can vote at PTO meetings</p>

<p><b>PTO President's Update cont.</b></p> <p>Kim Naughton</p>	<p><u>Article 5:</u> Officer enumerations and terms: board member typically spends 5x what we are asking board member candidates to have done prior to nomination. Being a board member is a heavy workload and it is all voluntary. A prospective board member must be ready to commit to the big responsibility and time commitment. Prospective board members need to be at PTO meetings, be at events, and chair events. It's a commitment and therefore it's important that bylaws clearly set out the mindset that is needed.</p> <p>-Term limit change: Addresses the issue of turnover. Typically most people get burnt out after 2 years. It is in the best interest of the PTO to have people that are willing to do it.</p> <p>-Nomination change: Corrected it for clarity and to ensure there are no surprises at the election PTO meeting. Under the old bylaws, it was possible for someone to come to the May PTO meeting that holds the elections and state they wish to run. This would result in other candidates to now make a speech on the spot which seemed unfair. It also would result in PTO members not at the election meeting to be unaware of additional candidates now running. Under the new bylaws, people can no longer come to the May meeting and say they now want to run. Nominations will be done during the prior meeting. Now everyone goes into May meeting knowing who the candidates are.</p> <p><u>Article 6-</u>clarify job duties for executive roles</p> <p><u>Article 7-</u> change check signing rules and changed to \$500</p> <p><u>Article 8-</u> committees now need to send updates to the executive board and send flyers to the executive board for approval before distributing flyers. Also erased the fundraisers because it changes yearly.</p> <p><u>Article 9-</u> took out that executive board members can meet and change bylaws on their own and now made it so the PTO members can vote on changes through majority vote at meeting. Currently the bylaws state that the board can change it without having a vote by PTO members. Wanted to make the change to be fair and transparent.</p> <p>-PTO President, Kim, answered questions posed by BF families regarding various changes made to bylaws. Questions arose as to why the requirements to be on the board were made more stringent and the explanation was that being a board member consumes a lot of time and the requirements listed are a fraction of what is actually expected from a board member. Questions were raised as to why an additional term was added and the explanation given was that people are typically done after 2 years, but for those individuals that are willing to keep going and doing it, they should be allowed to do so and to stay on and continue. Questions were raised as to elections and the answer given was that elections are held when a board member will not be at the school the following year (no longer has a child at the school), or if their 3 consecutive terms are up and need a reelection, or if a board member no longer wants to continue their position. It was reiterated that it is a 2 year term and with the proposed changes, the same board member can stay on for 2 more terms (6 years total) without the need for a reelection. It was stated that a board member does not have to stay on for 6 years and that the position remains a 2 year position, however if a board member wishes to stay on for 6 years they can.</p> <p>-following the lengthy discussion, a vote was conducted. There were 12 in favor of the proposed bylaws and 4 against the proposed bylaws. By a majority vote, the proposed bylaws were passed and are effective immediately.</p>
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<p style="text-align: center;"><b>Recaps</b></p> <p>Respective Chairs</p>	<p><b>Chuck E. Cheese – Friday 1/17</b>          -raised \$305.22          -BF kids were well mannered with Chuck E. Cheese</p> <p><b>Family Movie Night – 1/24</b>          -pixie sticks were a big hit          -raised \$586.37</p> <p><b>Cash Bingo – 1/31</b>          -raised \$2,221.57</p>
<p style="text-align: center;"><b>Upcoming Events</b></p> <p>Respective Chairs</p>	<p><b>Family Bingo – 2/21, doors open at 6pm</b>          -easier regular bingo games will have book prizes          -harder bingo games will have toy prizes          -raffle off chance to paint Mr. Billy’s head green for St. Baldrick’s fundraiser          -raffle for 2 weeks of free camp at Liberty Lake Day Camp          -raffle a 1 day family 4 pack of tickets to Renaissance Faire          -other raffles will also be available          -will accept cash or check for raffles</p> <p><b>Science Night - 2/24</b>          -25 3rd graders have signed up, but need more          -if younger students want to come and do a science project, go for it          -Dave Gervon is doing a coding seminar in the library. 4 registration forms so far          -Motorboat science project with kids using water bottles. They will decorate water bottles and turn it into a boat          -this is a free event</p> <p><b>Amerikick Event - 2/29 from 3-5pm</b>          -30 kids signed up so far          -\$7 per kid and includes water bottle and a snack          -Sensei Vince is wonderful with the kids. This event was held earlier this year and the children had a great time and several ended up signing up for karate classes as well because they enjoyed it so much.          -Adults do not need to stay. They are welcome to drop off their child and come back at the end to pick them up.</p> <p><b>Book Exchange – 3/2</b>          -every child at Ben Franklin will receive one gently used book          -held on Read Across America Day and Dr. Seuss’s birthday!          -homeroom coordinator: send in a snack for Dr. Seuss’s birthday</p>

<p><b>Upcoming Events cont.</b></p> <p>Respective Chairs</p>	<p><b>Teacher Appreciation: sponsored by 2<sup>nd</sup> grade - 3/11</b>          -normally it has been snacks to go, but this year adding school supplies because at this point in the year, teachers are running low on expo markers, glue etc.</p> <p><b>St. Baldrick's Super Fun color run – 3/14 at 11am</b>          -activities include shaving head, color run, and decorate a cape. Person that decorates the best cape will win an AMC gift basket. For safety, please no masks. Kids can also wear the cape decorated in Mrs. Skorupa's class in the beginning of the year.          -do NOT need to shave head to be involved in activities!!</p> <p><b>Family Fitness – 3/27</b>          -fun event that encourages fitness</p> <p><b>Movie Matinee – 3/28</b>          -thinking of doing a Facebook poll for adults to vote on the movie          -Thinking it could be fun to show a “nostalgic movie” from our youth that we want our children to see.          -will be held on a Saturday</p> <p><b>Spring Book Fair -4/1- 4/3</b>          -Jungle theme</p> <p><b>Teacher Appreciation: sponsored by 3<sup>rd</sup> grade – 4/2</b>          -usually a catered lunch</p> <p><b>Spring Egg Hunt – 4/4</b>          -same day as the town's egg hunt, but will hold ours at a different time so it does not compete.</p>
<p><b>Updates</b></p> <p>Respective Chairs</p>	<p><b>3rd grade questionnaire form:</b>          -3rd grade families, please fill out the questionnaire form so it can be included in the 3rd grade yearbook for your child.          -Also please upload photos of your child and/or fellow 3rd graders from the last 4 years at Ben Franklin. Please label photos as such:          If it's a photo of your child, use [LastNameStudent.Teacher.Grade]          If it's a photo of a group of kids, label by teacher and grade, use [TeacherName.Grade]          If it's an event (ie Halloween, etc), use [Event.Grade]</p> <p>Questionnaire:  <a href="https://docs.google.com/forms/d/e/1FAIpQLSfUsxDx2CwIMhckdzbHAZN70HgPfsW5JXmrDYbnhTrfWiVz7Q/viewform">https://docs.google.com/forms/d/e/1FAIpQLSfUsxDx2CwIMhckdzbHAZN70HgPfsW5JXmrDYbnhTrfWiVz7Q/viewform</a></p> <p>Photo upload:</p>

<p><b>Updates cont.</b></p> <p>Respective Chairs</p>	<p><a href="https://www.dropbox.com/request/x46sO5xDZSjNLrjX29uv">https://www.dropbox.com/request/x46sO5xDZSjNLrjX29uv</a></p> <p><b>Yankee Candle Sale</b>          -March 4          -online sales and on paper          -checks only- no longer taking cash for third party sales to make sure there's a paper trail of the money</p> <p><b>Teacher Clubs</b>          -starting Friday. 11 clubs this year          -special education club for the first time this year          -on target to make \$1869 from Teacher Clubs.          -sign up is closed on signup genius, but reach out and will accommodate          -volunteers do not have to stay. It's just 20 minutes of watching kids starting at 3:15 until the teacher comes to collect them for their club and then the parent volunteer can leave.</p> <p><b>Box Tops &amp; Coke Rewards</b>          -Box Tops will be getting submitted again at the end of the month so send in your Box Tops          -Coke Rewards: send in your coke bottle tops to school or cut out rewards codes and send them to school.</p>
<p><b>Treasurer's Report</b></p> <p>Stacy Donohue</p>	<p style="text-align: center;"><b><u>Treasurer's Report February 2020</u></b></p> <p><b><u>Expenses:</u></b></p> <p>\$63.25 Dina Calu – prize bingo supplies          \$209.18 Bobbi Jo Defelice- bingo night concession expenses          \$100 deposit for Grounds for Sculpture (3<sup>rd</sup> grade field trip)          \$770 Howell Living Farm (2<sup>nd</sup> grade field trip)          \$1553.43 Cash Bingo expenses/prizes/facebook ad</p> <p><b><u>Deposits:</u></b></p> <p>\$288 Mad Science (fall program)          \$532 1<sup>st</sup> grade field trip collection (\$6/per student from families)          \$742.55 Family Movie Night (<b>TOTAL RAISED \$586.37</b>)          \$305.22 Chuck e Cheese (<b>TOTAL RAISED \$305.22</b>)          \$3775 Cash Bingo (<b>TOTAL RAISED \$2221.57</b>)</p>

	<p>\$53 Candy Clouded (movie night)</p> <p>\$394.33 refund from Entourage Yearbooks (not using them this year for yearbooks so credit was sent back)</p>
<p><b>Questions or Comments</b></p> <p>All</p>	<p>-Thank you all for coming and hope to see you again at the next meeting!</p>
<p><b>Next Meeting</b></p>	<p>Wednesday, April 15, 2020</p>