

Ben Franklin Elementary PTO

November 2021 Meeting Minutes

WHEN: Monday, November 15, 2021

WHERE: BF Library & on Zoom **Facilitator(s):** Bonne Giglio

PTO BOARD: Bonne Giglio, Sandy Cayo, Donna Erichsen, Nicole Bottrel, Kate Schumacher, and Megan Coopersmith

ATTENDEES: Principal Jay Billy, PTO Board (Donna Erichsen not in attendance), BF Teachers, Ben Franklin Parents/Guardians

START TIME: 7:08 **END TIME:** 7:39

Topic and Spokesperson	Discussion Points
Introductions Bonne Giglio	PTO Board introduced themselves Bonne Giglio-PTO President, Kate Schumacher-Treasurer, Nicole Bottrel-Corresponding Secretary, Sandy Cayo-Vice President 1, Megan Coopersmith-Recording Secretary
PTO President's Update Bonne Giglio	Outdoor Book Fair: moving it to Sunday and having it at the same time as Trunk or Treat worked well -Trunk or Treat: car that made the smoke was amazing -Dine to Donate: two so far- Captain Paul's and Meatheadz -3 Teacher Clubs: field hockey/lacrosse, cookie decorating, sign language. The kids are enjoying the clubs and hopefully we will have more in the spring -Thanksgiving Food Drive: happening now and will be collecting next week too
Principal Update Mr. Billy	<u>Conferences</u> Conferences begin on Thursday this week This year we are on trimesters so the conferences come before the report cards. Conferences can focus on how the kids are doing in the class and not just on grades. -During your conference, try to ask questions about the class and not just about grades -Early dismissal on Thursday and Friday because of conferences: Dismissal is at 1:15pm for K-3 and 1:40pm for Pre-K -Kids still get lunch when there is early dismissal. everything is just condensed- everything is 30 min instead of 45 min -teachers begin conferences at 1:40/1:45 each day <u>Outdoors</u> -as weather gets cool, please dress kids appropriately because they will be going outside.

<p>Principal Update cont.</p> <p>Mr. Billy</p>	<p>-dress in layers and make sure if the layers come off, the items don't end up in the lost and found</p> <p><u>COVID</u></p> <p>-The pandemic is not over. 3 schools had positive cases today. With Thanksgiving and vacations coming up, please make good choices for your family. Please wear masks.</p> <p>-kids will need to quarantine for 10 days because no kid is fully vaccinated yet</p>
<p>Treasurer's Report</p> <p>Kate Schumacher</p>	<p style="text-align: center;">Treasurer's Report: November 2021</p> <p>(*See last page)</p>
<p>Committee Reports</p> <p>Event chairs</p>	<p><u>Trunk or Treat</u></p> <p>Nicole Bottrel spoke</p> <p>-Thanked everyone who gave their time. money and creativity to do trunks</p> <p>-Thanked families that came out and participated</p> <p>- She appreciated the flexibility that everyone had since the date had to change due to weather</p> <p><u>Book Fair</u></p> <p>Kristen Paladino spoke</p> <p>-Thanked volunteers for helping at the event</p> <p>-It was a 3 day Book Fair. Partnering with the Trunk or Treat was a big deal because it helped raise more money</p> <p>-Sales were \$7700 (PTO receives a portion of the sales) and PTO provided \$25 in scholastic dollars to each classroom which totaled \$535. This money was collected last year and at fall fest from donations to All For Books.</p> <p>-After a book fair, the PTO can choose to either take their portion of the total sales as cash or Scholastic Dollars. PTO chose to take it as Scholastic Dollars this sale.</p> <p>- Scholastic Dollars can be used to buy books for students' birthdays, manipulatives for indoor recess, chairs for resource rooms etc. The PTO will be receiving about 3800 Scholastic Dollars from this fair.</p> <p>-Spring Fair will be the week of April 4th. The plan is to do a full fair over the full week. Preview day on Monday and then fair Tues-Fri.</p> <p><u>Teacher Appreciation</u></p> <p>Sandy Cayo spoke</p> <p>Thursday is the first Teacher and Staff Appreciation lunch</p> <p>Fedora's is catering and they are delivering everything by 1pm</p> <p>-Sandy is setting up with tablecloths and balloons</p> <p>a lot of parents have contributed money - at \$593.89 right now</p> <p>-the catered meal will be \$480 plus tip. Any money leftover (probably \$30-\$40) will be used for lunch next month for Teacher Appreciation</p>

<p>Committee Reports cont.</p> <p>Event chairs</p>	<p>Thanking everyone who donated</p> <p><u>Dine to Donate</u> Bobbi Jo DeFelice spoke -Captain Paul's- wet, cold and rainy day. good turnout. made \$47 but Captain Paul's rounded up to \$50</p> <p>Meatheadz- again a cold and wet day. She doesn't know how much we made yet -next one is Nino's Pizzeria and PTO will receive 20% back so that's great -If anyone has suggestions for upcoming ones, please let PTO know (Amalfi's and bakery will be upcoming) Five Below Fundraiser- 10% back on sale is happening Dec 13-Dec 19</p>
<p>New Business</p> <p>Bonne Giglio</p>	<p><u>Food Drive</u> Food Drive runs until November 22nd -Food will be going to local BF families and remaining items will be sent to the Lawrence Community Center</p> <p><u>Coat Drive</u> -Coat, Glove, Hat, Scarf drive will run in December</p> <p><u>Holiday event</u> -working on a Holiday event so stay tuned</p> <p><u>3rd Grade Committee</u> 3rd Grade Committee is having a Winter Wreath Sale to raise money to help fund the 3rd grade yearbook and party. The sale will be listed on the PTO website next week and advertised in the PTO email newsletter</p>
<p>Questions or Comments</p> <p>All</p>	<p>-For early dismissal days, expect your child's school bus to take basically as long to arrive at your bus stop as a regular day. So if it takes 20 minutes for your child to get home after the 3:20 dismissal, then plan for it to be about 20 minutes after the 1:15 dismissal as well. This is just guidance.</p> <p>-parents requested Donna Erichsen set up a Homeroom Coordinator email group or something so everyone can share ideas for class parties</p>
<p>Announcements</p> <p>Bonne Giglio</p>	<p>Next PTO meeting: December 6th at 7pm and will be a fully virtual meeting</p>
<p>Adjournment</p>	<p>Thank you all for coming! Stay connected with us: Ben Franklin PTO Facebook: https://www.facebook.com/BFLawrNj Ben Franklin PTO Twitter: @bfpto Ben Franklin PTO website: http://bfpto.org/</p>

***Treasurer's Report November 2021**

Ben Franklin PTO Treasurer Report for November 2021 PTO Meeting				
Date	Description		In	Out
10/19	Fall Fest Expenses			\$1,166
10/19	Donations through Fall Fest		\$1037.69	
10/31/2021	Net for fall fest	Amazing!		\$128.31
10/31/2021	Total sales from Fall Scholastic Book Fair - This is not revenue	\$7,699.11		
10/31/2021	Dine and Donate (Captain Paul)		\$50	
11/15/2021	Check sent to Scholastic			\$3492.41
11/15/2021	Cash Deposit from Fall Book Sale	Doesn't include coins	\$3439	
11/14/2021	Spirit Wear Funds Received		\$707	
11/14/2021	Teacher Clubs		\$990	
11/14/2021	In-kind Donations Received		\$649	
11/14/2021	Trout Program			\$50
11/14/2021	Chicks Program			\$400
Quick View				
Beginning Balance as of 10/14/21, 2021	Total Cash Balance as of 10/14/21:	Ledger Balance	Net Gain October	
\$15,516	\$19,045	(\$15,549.44)	\$33	
			Diff from bookfair = +\$53.41	Coins and cash box funds