

Ben Franklin Elementary PTO

May 2025 Meeting Minutes

WHEN: Monday, May 21, 2025

WHERE: BF Library **Facilitator(s):** Megan Coopersmith

PTO BOARD: Megan Coopersmith, Petra Crevier, Lindsay Walsh, Nicole Bottrel, Ilana Hernandez, and Kristen Paladino

ATTENDEES: Principal Geoff Hewitt, PTO Board, Ben Franklin Parents and Guardians

START TIME: 7:03 pm **END TIME:** 7:25pm

Topic and Spokesperson	Discussion Points
Introductions Megan Coopersmith	- Board introduced themselves: Megan Coopersmith - PTO President, Petra Crevier - 1st VP, Lindsay Walsh - 2nd VP, Nicole Bottrel - Corresponding Secretary, Ilana Hernandez - Recording Secretary, Kristen Paladino - Treasurer
Principal Update Mr. Hewitt	- Thank you to the PTO for going above and beyond with events all year long and fostering a nice partnership that enhances the school and its community. - At this point, NJSLA 3rd grade testing is now complete including make ups. - Kindergarten orientation will take place Mon., June 9. A registration link was sent out to incoming kindergarten families. During this time, incoming students will get a chance to see the school and classroom. They will also meet staff. It is a good time for incoming families to meet one another. - Due to the rain and cold weather, the 3rd grade field trip to Grounds for Sculpture was postponed to Mon., June 16. It should be warmer at that point even if it does rain. - The 3rd grade clap out will be happening on the last day of school. It is a school tradition to celebrate BF 3rd graders moving up to LIS. More details will be sent to 3rd grade families. - Today the 2nd graders had their wax museum. It was well attended by families. Students were super prepared and presented well to families and other staff members.

	<p>- Presently, end of year benchmark iReady assessments are taking place in reading, math and writing for grades 1 to 3. Kindergarteners are undergoing different end of year assessments.</p> <p>- Save the date: Popsicles on the Playground is taking place at the end of summer. A date will be confirmed with the PTO and advertised to families</p> <p>- Field Day is set to take place next week on Thurs., May 29. Mrs. Cimorelli sent out a signup genius was sent out to families inviting parents to volunteer.</p>
<p>PTO President Update</p> <p>Megan Coopersmith</p>	<p>- Thank you to all BF families for all of their help at events this year! We are appreciative of everyone who helped at our events, attended those events, and supported the school and PTO. It is nice to see the children creating memories and fostering community. It was a good year!</p>
<p>Recaps</p> <p>Respective Chairs</p>	<p><u>Teacher Appreciation Week</u></p> <p>- Megan Coopersmith and Petra Crevier spoke.</p> <p>- Teacher Appreciation Week sponsored by the PTO took place from April 28 to May 2. It was a busy week. Teachers and staff were treated to supply and snack restocks, Starbucks coffee, new books, smoothies, raffles and a catered lunch provided by Wood Craft Catering (owned by former BF parent, Sal Riccobono). Teachers were super appreciative.</p> <p><u>Screen Free Week</u></p> <p>- Kristen Paladino spoke.</p> <p>- National Screen Free Week took place from May 5 to 9.</p> <p>- The PTO scaled back the events hosted this year. During the rock painting event, the kindergarteners held a fundraiser ran by Mrs. Krisak and Mrs. Fredericks. They were able to fundraise \$160 for Alex's Lemonade Stand. The rocks painted that night were sprayed and placed in the rock garden at the front of the school. The event taking place at the Mercer County Library was well attended with 30 families in attendance. Minute to Win It was a success. Unfortunately, the Friday event was cancelled due to weather.</p> <p><u>Carnival</u></p> <p>- Megan Coopersmith spoke.</p> <p>- The PTO's annual carnival took place on Sun., May 18 from 1pm to 4pm. It was a beautiful day with lots of games, cotton candy and raffles for sale. There was a reptile show that was enjoyed by all. The kids were able to touch the reptiles after.</p>

	<ul style="list-style-type: none"> - Thank you to all who volunteered. It was a big event and there is always a need for lots of people to help. We are so appreciative of everyone who signed up to help.
Ongoing Events Respective Chairs	<u>Trenton Thunder Tickets for Sale</u> <ul style="list-style-type: none"> - Kristen Paladino spoke. - Tickets for the Trenton Thunder game on Thurs., June 19 are for sale. Order forms are due by May 22. - At this point, there are a total of 135 orders which is low for right now as we usually have over 200. We are hoping more will come in as we get closer to the deadline.
Upcoming Events Respective Chairs	<u>3rd Grade Party</u> <ul style="list-style-type: none"> - Megan Coopersmith spoke. - The 3rd Grade Committee is finishing up details on the 3rd grade party. It will be taking place on Thurs., June 18 during the school day from 1pm to 3pm. The kids will get to enjoy a DJ, photo booth, raffles, and water games outside. <u>Trenton Thunder Game</u> <ul style="list-style-type: none"> - Kristen Paladino spoke. - The Trenton Thunder game is taking place on Thurs., June 19 at 7pm. - The kids will get a chance to sing on the field before the game. Once Mrs. LaFlamme starts rehearsals, your child is going to want to join; consider purchasing tickets for the game. More details will be sent to families about meet up times as the game date approaches. <u>Chalk the Walk</u> <ul style="list-style-type: none"> - Megan Coopersmith spoke. - Chalk the Walk is taking place on Mon., June 23 (the evening before the last day of school). Families are welcome to attend and leave positive messages before the school year is out. Chalk and ice pops will be provided. - If it rains, paper and markers will be available to decorate the school's main entrance doors.
Updates Respective Chairs	<u>3rd Grade Committee</u> <ul style="list-style-type: none"> - Megan Coopersmith spoke. - The 3rd Grade Committee is finalizing all things third grade related. <ul style="list-style-type: none"> - Gift: For the student gift, 3rd graders will be receiving a t-shirt. A form was sent to all third grade families requesting information needed to order the t-shirts, such as shirt sizes. If this form isn't filled out, the default size is youth large.

	<ul style="list-style-type: none"> - Party: A signup genius for chaperones for the 3rd grade party has been sent out. - Yearbook: The yearbook will be finalized soon. It is being reviewed before the order is submitted. <p><u>PTO Board Elections</u></p> <ul style="list-style-type: none"> - Nominations for open board positions are open 10 days prior to the April PTO meeting and close at the end of this meeting. The election is held at the May PTO meeting. - Positions open for nominations are President, Recording Secretary and Corresponding Secretary. - This meeting served as the election for the open board positions. <ul style="list-style-type: none"> - Megan Coopersmith re-elected as President (unanimous and unopposed). - Ilana Hernandez re-elected as Recording Secretary (unanimous and unopposed). - Nicole Bottrel re-elected as Corresponding Secretary (unanimous and unopposed).
<p>Treasurer's Report</p> <p>Kristen Paladino</p>	<p>*Please scroll to the end of the Meeting Minutes for Kristen's Treasurer's Report</p>
<p>Questions or Comments</p> <p>All</p>	<p>Comment: Our final Dine to Donate will be at Amalfi's Kitchen and Bar on Wed., May 28. A flyer is expected to go out to families before the holiday weekend.</p>
<p>Next Meeting</p>	<p>See you next year! Enjoy your summer!</p>

5/21/25 Summary

1. Paid for Teacher Clubs (\$4251), Book Fair (\$4244) and DJ for 3rd Grade Party (\$400).
2. Paid \$1800 for 2nd & 3rd Grade Field Trip; collected \$1865 to partially cover expenses for Field Trips.
3. Carnival Expenses (this period) totalled \$1945 and total income was \$2895 (admissions & snacks), plus \$797 in Raffle Income. See Event Summary for totals.
4. Collected \$1621 for Trenton Thunder game.
5. Other Expenses: Bank Fees (\$23), Checks and Paperclips (\$84), Screen Free Week (\$132), Student Appreciation (\$30) and final payment for Teacher Appreciation Week (\$638).

Teacher Appreciation Monthly		
September		
October		
November		
December	\$ 171.88	Chocolate Bar
January		
February		
March		
April		
May		
June		
Total	\$ 171.88	
Budget	\$ 400.00	
Remaining	\$ 228.12	

Ben Franklin PTO 2024-2025

Budget Categories

Income Categories	23-24 Actual	24-25 Recommer	Actual 24-25	Dif
Cash Donations	\$ 2,210.00	\$ 2,000.00	\$ 3,235.00	\$ 1,235.00
Coin Wars Income	\$ 1,556.60	\$ 1,500.00	\$ 1,454.53	\$ (45.47)
Fun Run Income	\$ 960.00	\$ 2,000.00	\$ 841.50	\$ (1,158.50)
Dine to Donate Income	\$ 1,823.83	\$ 1,800.00	\$ 422.02	\$ (1,377.98)
End of Year Carnival Income	\$ 4,171.70	\$ 4,500.00	\$ 2,894.50	\$ (1,605.50)
Fall Fest Income	\$ 1,348.90	\$ 1,250.00	\$ 1,411.35	\$ 161.35
Field Trip Offset Income	\$ 1,216.00	\$ 1,200.00	\$ 3,301.00	\$ 2,101.00
Fundraising Activity Income	\$ 2,113.50	\$ 5,100.00	\$ 3,549.90	\$ (1,550.10)
Insurance Refund/Reimbursements	\$ -		\$ -	\$ -
No-Cost Fundraisers	\$ 18.10	\$ -	\$ -	\$ -
Other Income	\$ 100.00	\$ -	\$ 5.20	\$ 5.20
Raffle/Gaming Income	\$ 1,468.50	\$ 2,500.00	\$ 2,483.35	\$ (16.65)
Scholastic Book Fair Income	\$ 8,689.51	\$ 8,800.00	\$ 8,111.93	\$ (688.07)
Spirit Wear Income	\$ 7,590.90	\$ 9,000.00	\$ 4,932.53	\$ (4,067.47)
Teacher Clubs Income	\$ 28,024.50	\$ 24,500.00	\$ 25,123.20	\$ 623.20
Third Grade Party Fundraising	\$ 1,348.70	\$ 1,000.00	\$ 1,763.50	\$ 763.50
Trenton Thunder Income	\$ 2,652.00	\$ 2,750.00	\$ 1,621.00	\$ (1,129.00)
Winter Event Income	\$ 1,419.00	\$ 1,250.00	\$ 2,100.45	
Expense Categories	23-24 Actual	24-25 Recommer	Actual 24-25	Dif
Assemblies	\$ 1,815.00	\$ 2,000.00	\$ 1,520.00	\$ 480.00
Bank Fees	\$ 165.36	\$ 160.00	\$ 174.67	
Coin Wars Expenses	\$ 36.00	\$ 50.00	\$ 55.96	\$ (5.96)
Fun Run Expenses	\$ 477.32	\$ 500.00	\$ 429.78	\$ 70.22
Day of Service	\$ 237.72	\$ 500.00	\$ -	\$ 500.00
End of Year Carnival Expenses	\$ 2,769.26	\$ 3,000.00	\$ 2,911.46	\$ 88.54
Fall Fest Expenses	\$ 1,240.33	\$ 1,250.00	\$ 1,249.78	\$ 0.22
Field Trips	\$ 6,710.00	\$ 10,000.00	\$ 7,920.00	\$ 2,080.00
Fundraising Activity Expenses	\$ 859.58	\$ 1,550.00	\$ 684.73	\$ 865.27
Insurance Expenses	\$ 466.00	\$ 500.00	\$ 487.00	\$ 13.00
Misc Family School Activities	\$ 541.76	\$ 700.00	\$ 418.99	\$ 281.01
Misc In-School Activities Expenses	\$ 5.98		\$ 16.75	\$ (16.75)
Operating Expenses	\$ 856.49	\$ 850.00	\$ 853.74	\$ (3.74)
Other Expenses	\$ 1,838.72		\$ 39.00	\$ (39.00)
PTO Gift to School	\$ 2,533.87	\$ 1,000.00	\$ -	\$ 1,000.00
Scholarships	\$ 200.00	\$ 200.00	\$ -	
Scholastic Book Fair Expenses	\$ 7,399.64	\$ 7,500.00	\$ 6,651.03	\$ 848.97
Screen Free Week Expenses	\$ 269.87	\$ 500.00	\$ 312.84	\$ 187.16
Spirit Wear Expense	\$ 5,560.95	\$ 8,500.00	\$ 3,852.52	\$ 4,647.48
Student Appreciation	\$ 289.07	\$ 500.00	\$ 151.27	\$ 348.73
Teacher Appreciation Activity	\$ 2,664.11	\$ 2,650.00	\$ 1,945.29	\$ 704.71
Teacher Club Expenses	\$ 16,341.24	\$ 14,000.00	\$ 14,230.12	\$ (230.12)
Teacher Request Fund	\$ 1,165.45	\$ 1,000.00	\$ 563.25	\$ 436.75
Third Grade End of Year	\$ 5,205.15	\$ 5,763.50	\$ 400.00	\$ 5,363.50
Trenton Thunder Expenses	\$ 1,694.00	\$ 1,750.00	\$ 805.00	\$ 945.00
Trunk or Treat	\$ 161.61	\$ 200.00	\$ 150.00	\$ 50.00
Volunteer Appreciation	\$ -	\$ 250.00	\$ -	\$ 250.00
Winter Event	\$ 1,547.33	\$ 1,400.00	\$ 1,888.65	\$ (488.65)

Income Total	\$ 65,292.74	\$ 61,150.51
Expenses Total	\$ 59,648.87	\$ 44,868.18
NET	\$ 5,643.87	\$ 16,282.33