



Ben Franklin Academy PTO Meeting Agenda

Date: 5/18/15 Time: 6:30-8:30pm

Location: Ben Franklin Academy, 2270 Plaza Drive, Highlands Ranch, CO

OFFICER REPORTS

Co-Presidents: Shana Tracy & Kimberly Kent 6:30-7:15

- Welcome
- Volunteer Appreciation Event
- End of Year PTO Dinner
- PTO/Board Gifts

Treasurer: Jen Jones 7:15-7:25

- Financial Update

Secretary: Halsley Hoff 7:25-7:35

- Review Vote List
- Announce PTO positions for 15/16 School Year

Fundraising & Social Coordinators: Tiffani Titus, Mindy Pooler & Kim Stockton 7:35-8:00

- BENefit Bash update
- Idea from Ben's Brigade

NEW BUSINESS

Teacher Requests – Shana Tracy & Kimberly Kent – 8:00-8:10

- Review & Vote
 - Mrs. Savoy

We will only have open comments if they have been emailed to Halsley Hoff prior to the meeting or during the meeting at ptosecretary@bfacademy.org

**THANK YOU FOR VOLUNTEERING YOUR TIME AND BEING PART OF THE PTO THIS YEAR!
OUR SCHOOL WOULDN'T BE THE GREAT PLACE IT IS WITHOUT YOU!!**

HAVE A GREAT SUMMER AND WE WILL SEE YOU NEXT YEAR!!

**Ben Franklin Academy Parent Teacher Organization
Vote Tracking Log
2014-2015**

Vote Date	Vote Description	Cost Associated	Vote Passed	Vote Via	Yeas	Nays
7/21/14	Budget for 2014 Harvest Festival	\$3,000	Yes	Email	7	0
7/30/14	Round BFA Supporter Stickers	\$326	Yes	Email	7	0
8/4/14	Change Target/King Soopers Coordinator to Grocery Card Coordinator	-	Yes	Meeting	7	0
8/4/14	Appoint Christie Richardson as Spirit Event Coordinator	-	Yes	Meeting	7	0
8/4/14	Appoint Amber Clendening as Mother/Son Event Chair	-	Yes	Meeting	7	0
8/5/14	Spiritwear Order	\$500.00	Yes	Email	7	0
8/5/14	Cameras for Yearbook Elective	\$500	Yes	Email	7	0
8/6/14	Tech Talk Tuesdays Program - Need to discuss prizes and vote on that	-	Yes	Email	7	0
8/7/14	3 5-gallon beverage containers for PTO events	\$80.00	Yes	Email	7	0
8/8/14	BFA Desk Calendars	\$400.00	Yes	Email	7	0
8/17/14	Appoint Vanessa Leonard as Streets of Southglenn Coordinator	-	Yes	Email	7	0
8/20/14	Breakaway lanivards for K-3	\$250.00	YES	Email	7	0
8/22/14	Electrician - Add lights to storage shed & hang lighted sign in office	\$1,000.00	YES	Email	7	0
8/23/14	Purchase Thursday Folders for all students	\$1,300	YES	Email	7	0
8/25/14	Fun Run Company	-	YES	Secret Ballot at Meeting	6 - APEX	1 - Kent
8/25/14	Cover registration for Katie Devlin to attend Yearbook Conference	\$30	YES	Meeting	6	
8/25/14	Families with 30+ hours as of 11:59pm on 9/8 will receive free admission to Harvest Festival	-	YES	Meeting	6	
9/17/14	Payment of cleaning bill from Harvest Festival	\$100	YES	Email	7	0
10/21/14	Funds for MS Halloween Party	\$500	YES	Email	7	0
11/4/14	Purchase checks and deposit slips for PTO checking account	\$250	YES	Email	7	0
11/4/14	Purchase stamps for mailing checks	\$39	YES	Email	7	0
11/4/14	Sweatshirts for Mrs. Ward & Ms. Goldin for Computer Science Week	\$90	YES	Email	7	0
11/5/14	Deposit for PTO Holiday Party	\$700	YES	Email	7	0
11/20/14	1,000 Buttons for Computer Science Code Week	\$200.00	YES	Meeting	7	0
11/20/14	Matching of staff collection for Mr. Barber's birthday gift	\$140.00	YES	Email	7	0
11/30/14	Prizes for top AR students per grade & class	\$100 per trimester	YES	Email	7	0
12/15/14	Lexia renewal for year	\$10,500	YES	Meeting	7	0
12/15/14	Cover cost of MS pancake breakfast up to \$50 so the ticket sales can be divided among students who worked event.	\$850	NO	Meeting	3	3
12/15/14	Cover deficit of MS pancake breakfast and give \$400 additional to be divided among students who worked event.	\$400 plus deficit	NO	Meeting	3	3
12/15/14	Welcome basket for two new teachers (4th and 5th)	\$125	YES	Meeting	7	0
12/17/14	Purchase gift cards for DCDS and BFA lunch staff	\$100	YES	Email	7	0
12/17/14	Purchase small laminator and 2 boxes of lamination	\$100	YES	Email	7	0
12/17/14	Increase previously approved \$250 for 1,000 checks - Order 2,000 with deposit slips and free shipping	\$128	YES	Email	7	0
1/5/15	1,000 Cookies & napkins for Ben Franklin birthday celebration	\$625	YES	Email	5	2
1/19/15	\$1000 to support MS Business Elective	\$1,000	YES	Meeting	6	
1/19/15	Install 3 lights in teacher parking lot	\$3,000	YES	Meeting	6	
1/19/15	Teacher house rocks DVD's for MS Aides	\$105	YES	Meeting	6	
1/19/15	Destination Imagination - cover team lead background checks	\$300	YES	Meeting	6	
1/28/15	Registration fees for 20 students to attend District Science Fair	\$500	YES	Email	7	0
2/11/15	Hold BENefit Bash on November 7th - venue pending	none	YES	Meeting	6	
2/18/15	Ardeno Starter Kit for MS Elective	\$63	YES	Meeting	7	0
2/18/15	Reimburse STEM volunteer for Pumpkin Chunkin event	\$72	YES	Meeting	7	0
2/18/15	Musical instruments for 3rd grade sound & hearing unit	\$33	YES	Meeting	7	0
2/25/15	Plant cart for MS Gardening Elective	\$150	YES	Email	7	0
3/11/15	883 Bracelets for Virtue of Month	\$810	YES	Email	7	0
3/11/15	Cookies for pi day celebration - request from Mrs. Crespo for 7th grade	\$75	YES	Email	7	0
3/15/15	2 DI Teams advanced to state. Request to cover registration	\$300	YES	Email	7	0
3/15/15	Request from Mr. Barber for improvements using Fun Run Funds: 3 promethean boards, 28 chromebooks & cart, 12 tables for hallways, upgrade memory cards in 3 carts of macbooks, retrofit 2 waterfountains with waterbottle filling station plus installation.	\$35,000	YES	Meeting	6	
3/16/15	Request from Mrs. Savoy for 6 six-packs of crates for storage of summer camp items	\$96	YES	Meeting	6	
3/16/15	Request from Ms. Johnson for 15/16 MS musical materials - Into the Woods	\$400	YES	Meeting	7	0
3/16/15	include sponsorships on field day shirts	\$0	YES	Meeting	7	0
3/17/15	Reimbursement to parent for materials used to create fairy costumes for Peter Pan	\$60	YES	Email	7	0
3/18/15	Additional DI team made it to state. Request to cover registration.	\$150	YES	Email	6	
3/18/15	Additional Arduino starter kits (9) for Mrs. Molnar	\$567	YES	Email	7	0
3/19/15	Planners for 2015/2016 School Year (550 for K-5) & (275 for 6-8)	\$2,511	YES	Email	7	0
4/16/15	Spend \$1750 on Volunteer Appreciation event at Pirate's Cove	\$1,750	NO	Email	4	3
4/16/15	Contact lawyer regarding D&O insurance	Pending	YES	Email	6	
4/20/15	Close Southglenn partnership & coordinator position for 15/16 school year due to low participation in program	-	YES	Meeting	7	0
4/20/15	Budget for 2015 Field Day	\$7,200	YES	Meeting	7	0
4/20/15	Create new coordinator position within PTO for Bens Brigade	\$0	YES	Meeting	7	0
4/20/15	Rooster Room directory for 15/16 School Year	\$1,100	YES	Meeting	7	0
4/20/15	Elect coordinator positions for 2015/2016 School Year	\$0	See minutes for list of elected	Meeting	7	0
4/20/15	Ms. Goldin requested funds for Yearbook pizza party	\$50	YES	Meeting	7	0
4/20/15	Request from Ms. Olson for reimbursement for pizza purchased during Fun Run	\$64	YES	Meeting	7	0
5/12/15	Hard or Softcover for 2015-2016 Yearbook	-	Softcover	Email	7	0
5/13/15	Requested by Mrs. Gilmour to use portion of money raised at prior bookfair for new books	\$1,200	YES	Email	7	0