



## **Ben Franklin Academy PTO Agenda**

Date: 8/18/16 Time: 6:30-8:30pm

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

### **OFFICER REPORTS**

#### **President: Pam Betts 6:30-6:40**

- Welcome

#### **Hospitality Committee Manager: Amber Clendening 6:40-6:50**

- Ice-Breaker

#### **Vice President: Christi Richardson 6:50-7:00**

- Volunteer Requests

#### **Secretary: Lisa Travis Fischer & Mindy Pooler 7:00-7:10**

- Vote Review
- PTO Open Positions Discussion

#### **Treasurer: Lisa Watanabe 7:10-7:20**

- Treasurer's Update
- Reimbursement Procedures

#### **Fundraising: Serena Grissom & Rachael Hamburger 7:20-7:35**

- Fundraising Committee Report
- Fun Run
- BENefit Bash

#### **Social: Brooke Svanda 7:35-7:45**

- BFA Picnic Report
- Harvest Festival/Spring Fling Update
- Father/Daughter Update
- Mother/Son Update

**Room Parents: Angela Gibson 7:45-8:00**

- Room Parent Report

**NEW BUSINESS**

- Welcoming Committee Manager: Kimberly Blanchard MNO 6:40-6:50

**The PTO welcomes all “Open Comments”. If you wish to submit an Open Comment, please email the PTO Secretary at [ptosecretary@bfacademy.org](mailto:ptosecretary@bfacademy.org) at least three (3) days prior to the scheduled PTO meeting.**

**PTO Meetings are held the 3<sup>rd</sup> Thursday of each month from 6:30 – 8:30pm in the BFA Sanders Science Lab on the 1<sup>st</sup> Floor.**

**Next Meeting: Thursday, September 15<sup>th</sup> at 6:30pm**