



Ben Franklin Academy PTO Meeting Agenda

Date: 10/20/14 Time: 6:30-8:30pm

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

OFFICER REPORTS

Co-Presidents: Shana Tracy and Kimberly Kent 6:30-7:20

- Welcome
- New PTO emails
- Fun Run
- Ben Bucks Program

Vice President: Carrie Keen 7:20-7:30

- Thursday Folder Flyers – Protocol & Deadline

Treasurer: Jen Jones 7:30-7:40

- Financial Update

Secretary: Halsley Hoff 7:40-7:45

- Vote List Review

Fundraising Coordinator: Tiffani Titus 7:45-8:00

- Silent Auction Voids

Lunch Coordinator: Pamela Betts 8:00-8:10

- Lunch Update

NEW BUSINESS

Communications Chair – Serena Grissom 8:10-8:25

- Presentation of Calendar App

We will only have open comments if they have been emailed to Halsley Hoff prior to the meeting or during the meeting at halsleyh@yahoo.com

PTO Meetings are held the 3rd Monday of each month beginning at 6:30pm in the BFA Library. Please join our next meeting – Monday, November 17th