



# Ben Franklin Academy PTO Meeting Agenda

Date: 11/17/14 Time: 6:30-8:30pm

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

## **OFFICER REPORTS**

### **Co-Presidents: Shana Tracy & Kimberly Kent 6:30-7:00**

- Welcome
- PTO Holiday Party – Dec 8<sup>th</sup>
- Computer Science Code Week
- Fundraising Elective vs MS Fundraising
- Student Appreciation Day – December 12<sup>th</sup>?

### **Treasurer: Jen Jones 7:00-7:10**

- Financial Update

### **Secretary: Halsley Hoff 7:10-7:15**

- Vote List Review

### **Fundraising Coordinator: Tiffani Titus 7:15-7:35**

- Fun Run Recap
  - Money Collection
  - Survey

### **Social Coordinators: Mindy Pooler & Kim Stockton 7:35-7:55**

- Ben Franklin Birthday Celebration
- Father/Daughter Dance
  - Need Chair

## **NEW BUSINESS**

### **Middle School Fundraising Coordinator – Anna West 7:55-8:10**

- Pancakes with Santa

### **Student Achievement Chair – Amber Clendening 8:10-8:15**

- Adventures in Virtues

**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](mailto:halsleyh@yahoo.com)**

**PTO Meetings are held the 3<sup>rd</sup> Monday of each month beginning at 6:30pm in the BFA Library. Please join our next meeting – Monday, December 15<sup>th</sup>**

# 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 lanyards 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 studnets	\$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		1 Absent
8/25/14	Families with 30+ hours as of 11:59pm on 9/8 will receive free admission to Harvest Festival	-	YES	Meeting	6		1 Absent
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	1 missing
11/4/14	Purchase checks and deposit slips for PTO checking account	\$250	YES	Email	6		1 missing
11/4/14	Purchase stamps for mailing checks	\$39	YES	Email	6		1 missing
11/4/14	Sweatshirts for Mrs. Ward & Ms. Goldin for Computer Science Week	\$90	YES	Email	6		1 missing
11/5/14	Deposit for PTO Holiday Party	\$900		Email	5		2 missing