



# Ben Franklin Academy PTO Meeting Agenda

Date: 4/20/15 Time: 6:30-8:30pm

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

## **OFFICER REPORTS**

### **Co-Presidents: Shana Tracy & Kimberly Kent 6:30-7:05**

- Welcome
- D & O Insurance
- Streets of Southglenn Partnership
- Field Day
- Ben's Brigade
- Talent Show

### **Vice President: Carrie Keen 7:05-7:15**

- Rooster Room

### **Treasurer: Jen Jones 7:15-7:20**

- Financial Update

### **Secretary: Halsley Hoff 7:20-7:50**

- Presentation of nominees for Coordinator Positions & vote by Officers
- Online Election Period will be open 4/22/15 to 5/8/15 for all Officer and Committee Chair Positions. Voting will close at 11:59pm MST on 5/8/15.
- Notice of all Elected Officer and Committee Chair Officials will take place at the May 18th PTO Meeting and the school community will be notified during the month of May 2015.

### **Social Coordinators: Mindy Pooler & Kim Stockton 7:50-8:00**

- Mother/Son Event Recap

## **NEW BUSINESS**

### **Yearbook Chair – Katie Devlin – 8:00-8:15**

- Yearbook Distribution Day/Pizza Party

### **Teacher Requests – Shana Tracy & Kimberly Kent – 8:15-8:20**

- Review & Vote
  - Mrs. Olson

**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](mailto:ptosecretary@bfacademy.org)**

**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, May 18<sup>th</sup>**