



Ben Franklin Academy

PTO Minutes

Date: 01/18/18 Time: 6:30-8:00 pm

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

President: Mollie Anderson (6:30-6:45 pm)

1. Welcome
 - Self introductions
2. New staff members
 - Nadia Saleh (8th Grade to replace Mr. Foreman)
 - Rachael Showmaker (Special Education)
3. Hearing and Vision Screening - Feb 5-6, 2018
 - In the past, the PTO has had a volunteer position to assist with Hearing and Vision Screening; however, the PTO no longer has this role.
 - School requested assistance with providing lunch for the 2 days of Hearing and Vision Screening. Lisa W. will look at the budget and order from Jet's Pizza.
4. Parent-Teacher Conferences - Feb 13 and 15
 - Priority Sign Up for Volunteers with 30+ hours
 - PTO will provide dinner for Staff both nights of Parent-Teacher Conferences. PTO will pay to cater dinner on 2/15 and Baking Committee will provide dinner on 2/13.
5. Yearbook
 - Yearbook Flyer was in Thursday folder and announcement in Principal Newsletter
 - Yearbook deadline extended to offer additional time to obtain dedications.
 - Dedications are for all students, not solely 8th Grade Students.
 - Cost of a yearbook is \$31 through the end of January
 - Cost of a yearbook is \$36 through the end of February
 - Deadline to purchase a yearbook is March 31, 2018

Vice President: Christi Richardson (6:45-7:00 pm)

1. Volunteer Appreciation - No update

Secretary: Mindy Pooler & Lisa Travis Fischer (7:00-7:10 pm)

1. Vote List review - No new votes since our December PTO Meeting

Treasurer: Lisa Watanabe (7:10-7:20 pm)

1. Treasurer's report
 - o Balance as of December 31, 2017 - \$115,637.00

Fundraising Coordinators: Rachael Hamburger & Serena Grissom (7:20-7:30 pm)

1. SCRIP Follow up meeting - January 24
 - o In conversation with Platte River Academy to discuss the process for putting the SCRIP program online.
2. Spirit Rock
 - o Fundraising - Large Rock for parents to paint as a fundraiser. This has been discussed for a couple years. A few people have offered to donate a rock; however the issue is with the delivery of the rock. Possibly reach out to Shele Steel or Friends of Ben to see if someone has large construction equipment to assist with transportation/delivery of rock.
3. Amazon Smiles
 - o Previously there were 2 Accounts associated with BFA namely, the BFA Foundation and PTO Accounts.
 - o Foundation account now linked to PTO account so that monies will all flow to BFA.
4. Spirit Night
 - o Kneaders - 1/23
 - o Mod Market - 2/21
 - o Mici - 3/13 (they needed to reschedule so agreed to donate an additional \$50 to the PTO)
 - o Mod Pizza - 4/10; Sara Hope still has questions for Mod Pizza as to the amount they will donate.

Social Coordinators: Katie Devlin & Kim Byers (7:30- 7:40 pm)

1. Father/Daughter Event - February 3
 - o Meeting was held last week and more volunteers attended. Exciting!!!
 - o Flyer went out last week and this week in Thursday folders.
 - o Ticket sales end next Thursday, January 25, 2018
 - o Decorating Team will be decorating on Feb 2nd and 3rd at BFA
 - o Signup Genius went out this week - meeting at Sara McMullen's house on 1/27/18 at 10am.
 - o The dance will be utilizing both gyms and a much of the hallway for the event.
 - o Light refreshments and desserts will be served.

Room Parent Coordinators: Amanda Trenk & Emily Tenhundfeld (7:45-7:50 pm)

1. Valentine's Day parties
 - o Class Valentine's Day parties will be held on Valentine's Day - 2/14
 - o Last party of the year! (NO END OF YEAR PARTIES!)

Spirit Wear: Rachel Moleri (7:50-8:00 pm)

1. Retail cards
 - o Discussed card usage and how it affects donations to BFA

- Grocery store cards will only kickback when we reach 5k; typically receive a payout check every other month.
- Card expires after 90 days - need to make parents more aware of this limitation of the card.

Next PTO Meeting
February 8, 2018 at 6:30 pm in the Science Lab
(PLEASE NOTE CHANGE OF DATE)