

# KMPTO Meeting Minutes 10/16/12

## Events/Communication

- We're learning as we go....With the planning of the 1<sup>st</sup> PTO event (Family Movie Night) all emails within the Exec. Board/Event Chairperson had been sent to the entire Exec. Board as well as Dr. Bieneman. This was creating too many emails for those not directly involved in the planning. From now on, the communication will only involve those needed. An update can be given periodically to the Exec. Board & Dr. Bieneman by the event chairperson.
- The chairperson will decide who will make requests to the KM office rather than having several people contact the office. We'll also need to keep in mind that the office needs plenty of time to respond to or complete requests since their first priority is the running of KM school.
- A roster of all KMPTO members' communication info will be made up by the secretary to be used by the Exec. Board & event chairpersons.

## Finances

- KMPTO may make recommendations for money given to the school, but cash or other valuable consideration must be given to the BPS District to use at its discretion (Requirement of BPSD Board Policy 8-90 #7). However, when we are making financial decisions together with KM's administrators (Dr. Bieneman), we can together earmark funds for a particular use.
- KM office will be surveying the parents & students of the school to find out what everyone would like to see funds spent on. The staff has already been surveyed. The suggestions will be prioritized based on the responses. KMPTO, with the help of Dr. Bieneman, can use this information to decide how our donations of KMPTO funds will be used.
- KMPTO will closely monitor our funds this year to establish a budget for the following year.

## Family Movie Night – Christine Avona (event chair) has everything ready to go!

- A group is meeting at 3pm on Thursday to fill popcorn bags.
- Set up will begin at 4:30pm.
- Baked goods should be delivered by 5pm.
- Doors open at 5:15pm & movie (Casper) will start at 5:30pm.
- Admission to the movie will be free.
- All food will be in the cafeteria.
- Movie license was purchased by the school, which the PTO can use.
- The pizza money was loaned to the PTO by the school.
- Tickets will be sold at one location to be used to purchase all items.
- The ticket table will also take KMPTO membership sign-up & donations.
- Dominoes pizza, popcorn, lemonade, & baked goods can be purchased with tickets.
- Signs will be posted with prices & allergy warnings.
- Volunteers have been established for making posters/flyers, sending online communications, running the movie, the refreshments, the ticket table, greeting, kiddy tattoos, & donating baked goods.
- Volunteers are still needed for cleanup.

## Upcoming Events

- PTO/Catch Family Game Night
  - January 31<sup>st</sup> (Thursday) from 5-6:30pm
  - Chairperson: Dr. Batz (Catch) & Suzanne Rivera
  - Committee: Kim Rossman, Jen Walsh, Mary Abrego
  - They will look into having Melissa Ritter of Heartland Flavors do demonstrations. She is a chef for healthy snacks & can be heard on Green Sense Radio Show.
- Family Movie Night
  - Chairperson: Christine Avona
  - April 23<sup>rd</sup> (Tuesday)
  - Doors to open at 5pm. Movie to begin at 5:30pm.
  - The movie title will be decided as the date approaches.

## Holiday Gift Shop

- Jennifer West contacted Fun Services to see if a one-day holiday shop would work. The company cited difficulties with giving us the kit for only a one-day event at this time. The idea of a holiday shop will be looked at for next year, but decisions (in school, evening, or weekend) will need to be made before October.

## Boxtops

- Chairpersons: Angela Perry & Kristen DePerte
- 2<sup>nd</sup> round of the initial contests was due Oct. 19<sup>th</sup>.
- \$400+ has been collected this year! (3000+ box tops).
- Please watch the expiration dates on the box tops.
- On the box tops website (btfe.com), our school can earn eBox Tops for any games played, videos watched, surveys completed, product feedback provided, or many other activities! Be sure to register on the website & select KM as your designated school.

## New business

- KM will let us know if KMPTO volunteers are needed to work the March Madness at Culvers.

## Just FYI

- Your Parent Portal preferences need to be reset at the beginning of each new school year.