

Agenda - PTO/ Title I General Session Meeting
August 28th, 2019

1. Introductions: PTO Board and Staff
 - a. Ben Franklin staff members Mrs. Doumont and Mrs. Crowley introduced themselves.
 - b. Kristin Kristobak (President), Michelle Kellander and Michelle Putt (Co Vice Presidents), Lindsey Sibert (Treasurer), and Shayna Willis (Co Recording Secretary) introduced themselves.

2. Mrs. Doumont **Information and forms shared at the meeting can be found on the Ben Franklin website.
**<https://sites.google.com/a/bphawks.org/franklin-2019-2020/home> Mrs. Doumont reminded us that our Title 1 funds are being used for Mrs. Galloway's work at the school.
 - a. Parent/School Compact
 - b. Policy 918
 - c. School Level Parent and Family Engagement Plan
 - d. Title 1 Parent Complaint Procedures
 - e. Parents Right to Know Letter

3. Discussion / Questions for Principal or Staff
 - a. Mrs. Crowley reminded everyone that the Joey Fabus Memorial 5K and 1M run are being held on September 15th.

4. General Ben Franklin Updates:
 - a. School Pictures, September 5th - Jeff King: Redford
 - i. No need to send in proof of payment if you buy online in advance.

5. PTO Start of the year topics:
 - a. PTO Financial Update
 - i. Lindsey Sibert presented our current budget. Please check the Ben Franklin PTO Website for a copy of that document.
 - b. Papers - Discuss open questions or comments
 - i. Membership- Please return your yellow forms. Currently, we have over 47 members comprised of teachers and parents.
 - ii. Fundraising Alternative for 2018-2019- Please consider taking a buyout for the school year. Suggested cost is \$25.
 - iii. Store Loyalty & Box Tops-
 1. See the PTO website for a list of all Store Loyalty programs.

2. Our SEED code has been changed to 76. (This is the Shop n Save loyalty program. Activate the program on the Shop n Save website.)
 3. The Box Tops program is going digital! Download the app on your phone to scan in box tops and donate them to our school. Feel free to send in any clipped box tops at any time. Please check the expiration dates. Shayna will post monthly reminders on the Facebook page to remind people to send in box tops while they are still clippable.
- iv. Committees
1. We are grateful for any level of commitment, but please do not sign up to chair a committee unless you plan on being there from start to finish. If you'd like a more minimal commitment, please sign up to join the committee.
- v. Class volunteers (Party Coordinator & Book-it)
1. We are currently only looking for Homeroom Coordinators and Book It parents. A separate party volunteer form will be sent out once Coordinators have been chosen.
 2. For each party, we can have 4 volunteers
 - a. The homeroom coordinator
 - b. 3 Volunteers
 3. For rooms with more than 3 volunteers, volunteers are chosen at random from the sign up sheets.
 4. In addition to party volunteers, each grade level needs a photographer. This person will be assigned to go to every room in the grade level to snap party pictures. This is another great way to get involved on party days.
- c. Spirit Wear Virtual Store
- i. It's now live online. You purchase everything online and it will be sent home with your student. The only thing that will be sent home is a link to the page.
 - ii. https://www.carcographics.com/c/Ben-Franklin-Elementary?fbclid=IwAR1WInEVcB4pKeU1S42Wsof_P8nDwN6T0C_EBlwgZpF-hpjc_0NqAKqXXAk
 - iii. Spirit wear samples will be available at Open House.
- d. Spirit Nights -Moes
- i. We will be selling a limited number of cards for this event.
 - ii. Cards will be sold at open house for \$10 each. These include any entree, side, and drink and can be used anytime on September 25th.

- iii. We only have 75 of these cards. Cards will go fast, so be sure to pick them up at Open House next week.
- e. Open House - September 4th
 - i. Kids are welcome!
 - ii. Can't wait to see you there!
- f. Committees/Fundraisers
 - i. Teacher Appreciation
 - 1. We have already had a teacher appreciation and welcome back breakfast. Thanks to those of your that donated!
 - 2. We spread the love out over the year, so look for more opportunities to show our awesome teachers how much they are appreciated.
 - ii. Yearbook
 - 1. Marsha came and spoke to us about the fantastic yearbook.
 - 2. Every child in the school receives a free yearbook.
 - 3. Upgrades and dedications are available for purchase and are a fundraiser to help us defray the cost of giving out the yearbooks.
 - 4. Please send pictures to benfranklinyearbook@hotmail.com
 - 5. To increase the chances that your pictures can be used, make sure you send digital camera photos and not cell phone pics, send the largest possible file, and turn off your dates.
 - iii. Sarris and Mrs. Fields Sale
 - iv. Hero Lunch
 - 1. Two students are chosen from each classroom each month to attend this special lunch on the stage with a special guest.
 - 2. Students are chosen who demonstrate that they meet the criteria of Rachel's Challenge.
 - v. Bingo
 - 1. October
 - 2. Shayna Willis is the board contact for this event.
 - 3. She needs your help. She mentioned it SEVERAL times.
 - 4. It will be Halloween Themed and students and their families will be encouraged to come in costume.
 - vi. Night Out
 - 1. November 16th
 - 2. Will be trivia themed this year and co-ed!

3. Kristin needs your help! If you are a person who is fearless about seeking donations, help her out. She has a very large list of donations to complete and would like to get businesses to send in their donations by November 1st.
 4. If you know anyone who might be willing to donate, let us know.
 - vii. NEW End-of-Year Family Bonfire
 1. Dana Boyle has offered the Girl Scout cabin for this Spring fundraiser.
 2. It will be a family bonfire and we will sell S'Mores and Hot Cocoa. If you are an allergy family, can you send in ideas of allergy friendly snacks to sell at our events?
6. Open Discussion, Recommendations, Questions
 - a. Take the poll about meeting days and methods on our Facebook Page! Just search for "Ben Franklin PTO Bethel Park, PA"