



1122 S. Anderson Rd. Elburn, IL 60119
www.kbcpto.org

Email: kbcpto@gmail.com
Phone: (630) 365-1122

**Kaneland Blackberry Creek PTO Agenda
Thursday October 5, 2023, at 5:30PM**

All guardians who have children attending Kaneland Blackberry Creek Elementary School are members of the PTO and are invited to attend meetings. Meetings are held once a month during the school year. Please visit the KBC-PTO website to verify meeting dates and times. All KBC-PTO meeting minutes are on the PTO website.

In attendance: Erin Hope, Becky Vanden Heuvel, Stephanie Clehouse, Tricia Klein, Angie Bennett, Amber Failor, Lauren Deaton, Kelly Helstern, Corinne Moog, Jessica Wick, Shannon Carreiro, Jamie Holubecki, Courtney Ward

1) Call to Order – 5:34PM

2) Introductions

- Corinne Moog, Becky Vanden Heuvel, and Kelly Helstern joined this evening's meeting.

3) Executive Board Reports

a) Secretary's Report (Erin Hope)

- Motioned to waive reading of September 2023 meeting minutes, 2nd by Angie. Motion approved.

b) Vice President's Report (Stephanie Clehouse)

- Storm Chaser assembly on Friday. All assembly budget has now been used because this assembly was broken up into two sessions.
- Meeting with Student Appreciation committee next Tuesday
- 4 trees are being donated to be put near the playground side. Will be using money from Garden and Grounds budget to remove 2 dead trees near front and replace with maples.

c) Treasurer's Report (Angie Bennett/Jessica Wick)

- \$2,605 profit from Mums sale (up from last year); high credit card processing fees from Mum sales

- Read-A-Thon: currently spent \$2,922.65 in prizes (including fall cupcakes for kick off). Currently at 80% of goal; we need to make sure we have at least enough money to cover our budget for this school year.
- \$280.60 from Spirit Wear sales
- \$44.95 spent by 5th grade for Dot Day
- \$191.29 made from Mod Pizza fundraiser
- Playground update: met with Head of Facilities for Kaneland, Mark. We will need School Board approval and architect review for safety for any playground updates. He will provide information from the manufacturer that we already use, Cunningham. Hoping for possible Spring Break or summer install (all depends on what we choose as there are some long lag times.) What we replace does not need to be “equal” to other Kaneland schools but must be “equitable.” Will look into grants and possible corporate donations.

d) Communication Report (Shannon Carreiro)

- October Knight Out (Portillo’s) and Fall Fest flyer coming out shortly.

e) Fundraising Report (Amber Failor)

- Suggestions for Mum fundraiser next year: Have phone numbers on order sheets to contact people easily. Send out a mass email with pick up information. Try to have set pick up times put out ahead of time with a TBD date. Have a sign up for more parent volunteers.

4) Principal’s Report (Courtney Ward)

- PTO will do Sign Up Genius for school store volunteers (once a month during WIN time on Fridays- usually last Friday of the month.)
- Halloween parties: Kindergarten AM, 1st-5th from 2:30-3:15.
- Will do a taco bar for Parent/Teacher conferences on Wednesday. Will put out a Sign Up Genius for donations from parents.

5) Faculty Advisor’s Report (Jamie Holubecki)

- Confirmed that requests for items from teachers’ budgets must be submitted by December PTO meeting (exception for certain curriculum items like butterflies.)

6) Old and New Business

- Book Fair during conferences. We will look into possibly doing winter specialty Spirit Wear sale online/through flyer (ex. ornaments, PJ pants, hats.)
- Audrey Wirth will be leaving Fun Lunch at the end of the school year. We would like 4 Fun Lunch committee members next year, so we will start interviewing interested parties soon so that new members can start shadowing in January.
- There will be strict requirements on what is required of new Fun Lunch committee members.

7) Committees

- Fall Fest- Sign Up Genius for volunteers going out soon. There will be 5 games, 2 crafts, 2 bounce houses (one for older children, one for younger children. All must be ran by an adult

volunteer), magician, face painter. NO DROP OFF- parents must stay. All activities will take place inside. There will be a table for Read-A-Thon prize pickup. Each person will get a ticket for one drink and one snack. 6-8PM on Friday 10/20.

8) Open Discussion

- N/A

Meeting adjourned at 7:00PM. Our next meeting will be November 9, 2023 at 5:30PM in the teachers' lounge

All meetings are held once a month during the school year. Please visit www.kbcpto.org to verify meeting dates and times.

Meeting minutes submitted by Erin Hope, Kaneland Blackberry Creek PTO Secretary.