

Benjamin PTO Meeting Minutes
August 27th, 2024 - IMC @ Benjamin

- 2024-2025 Benjamin PTO board
 - President - Candace Free
 - New succession plan for board and committee members
 - President – Candace Free
 - Welcomed attendees
 - Went through the purpose of the PTO
 - Vice President – Alicia Wheeler
 - Introduced herself with background
 - Treasurer – Jordan Carpenter
 - Introduced himself with background
 - Secretary – Jen Kirkpatrick (last year)
 - Introduced herself with background
 - Went through the need for reviewing the 15 yr old By-Laws
 - Piece to add will be succession planning
 - Looking for new roles: Social Media, Fundraising Coordinator,
 - Vice President- Alicia Wheeler
 - Social media support need Facebook
 - Board application process form – on the Benjamin Website (Contact Location)
 - Teacher “Fund request form” – on the Benjamin Website
 - Rescheduled the Grand Opening of the Outdoor Classroom – Sept 24th 5-6PM
 - Treasurer- Jordan Carpenter
 - Events are our best fundraising source
 - Carnival has been the longest \$30-\$40K – goes to teachers, classrooms, school improvements. etc
 - Fun Run – another top fundraiser with \$10-\$12K – went towards the outside playground shade structures and improvements
 - Looking forward to the future fundraising proceeds to go towards the inside of the school and into the classrooms.
 - Budgets are posted online
 - Secretary - Jen Kirkpatrick
 - Website updates with Events Calendar, Fund Request Form, Board Application Form, etc.
- Principal Report - Mrs. Bozarth / Jessica Downey
 - Dr Weikle was able to see the Outdoor Classroom
 - Thank you for the Teacher meals
 - Staff taking leadership roles in district
 - Meeting as a staff for the school improvement goals
 - 15th birthday this year – Re-launching the Leader in Me.

- The Rivian Grant is funding the adaptive and imaginative play pieces on our playground. Installation TBD. – (waiting the PTO funded shade structure items to arrive so that all will be installed at the same time)
- Trees have been planted from the Outdoor Classroom installation!
- Background Checks are required every year, if you're a continuous volunteer for multiple events in the school-on school days
 - Verkada system to be installed for School Visitors. Mrs. Bozarth will share information once the system is installed.
- Teacher Report – Mrs. Staver / Mrs Romero
 - Appreciated the cash gift and back to school luncheon
 - Excited for the Outside Classroom

Committee Reports

- Dine to Donate – Mallory Benjamin
 - Dates and locations are out on the PTO website – under 2024-2025 Calendar of Events
- Carnival - Alicia Wheeler, Allie Torres, Amy Tarzo
 - Went through some opportunities
 - Email Alicia if you're interested in volunteering, lots of roles need to be filled
- Hospitality – Callie
 - Looking for help
 - Teacher Luncheons, early out snacks, 5th grade luncheon, teacher appreciation week
- Room Parent Coordinator & Volunteer Coordinator – Allie Torres
 - Picture Day – coming up
- Spirit Wear – Kelly Smoak
 - Open now scheduled to close September 9th
 - New Vendor – higher profit and more items that are non-clothing
- School Directory – Tarin Stoker
 - Reached out to Kathy to get the latest information of parents that want to be on the school directory
 - Usually sent out in the fall, late September
 - Distributed in the school newsletter
 - 25 classrooms again this year
- Bear-ly Used Spirit Wear – Erica and Sean Larkin
 - Donate previously worn spirit wear that is gently used
- Fun Run – Jen Kirkpatrick / Co-Chair Gina Brooks
 - October 4th
 - Neon Theme
 - Need lots of Volunteers and would love a Parent Cheer Squad
- Sports Committee – Zac Braden
 - Soccer league in the fall with teams by Sept 1st
 - 65 Kids signed up for this event

- \$1875 registration fees
- 1 time expense of game balls and some extras, shirts, participation medal, porta potty
- Kids bring own soccer balls
- Dicks Shop weekend possibly in November – to get % of sales
- Friday is the hard cutoff for the registration in order to get shirts order
- Saturday is the first game – September 14th
- Needing Soccer Coaches – possibly get some college/high school kids to help
- Volunteers don't need to have experience
- Basketball camp in the Winter
 - Registration in late October
 - Cutoff in November
 - Start in January
- Softball camp in the Spring
- Grounds Committee – Ashley Craven
 - Weed pulling, make sure it's nice and clean, mulch, landscaping pruning, etc
 - Will do a landscape cleaning day September 7th
 - Bring gloves, bucket and any tools
 - Outdoor classroom will need to be sealed every 6 months for the 1st two years
 - First one needs to be done anytime before October/November during the Fall cleanup
- Supply Kits –Agnieszka Rosinski - DONE

Old business:

- Snack drive for other school in need

New Business:

Motion to Adjourn: Candace and Alicia

Please watch the [PTO Facebook Page](#) for future updates or reach out to benjaminelementarypto@gmail.com for questions!