

## **Meeting Minutes**

December 6, 2016

**1. Call to Order and Introduction** – Meeting called to order at 6:06pm.

**2. Minutes: Review and Approval of minutes from November 1, 2016 meeting** – Minutes approved unanimously.

### **3. Officers' Reports:**

- a. President's Report – Winter fest was a wonderful event. It went smoothly and went well. JB Rewards gift cards report: placed a large order for cards recently to boost some sales. One more order coming this week. Movie night went well but pizzas were ordered from Dominos and had 10 extra (out of 30).
- b. Principal's Report – First movie night of the year went well. Some improvements for next time would be to order fewer pizzas and send out communications earlier. The winter fest went very well. Everyone commented how calm and smooth it went. The stage went well to control the line. The bake sell was a very personal touch. We have a boy scout that would like to build a shed for us in the courtyard.
- c. Treasurer's Report – Ending balance this month is \$31,613.
- d. Vice President's Report –

Notes from November BIC (Batavia Interschool Council) Meeting

Katie Yurkewicz attended for the JBN PTO

- Sue Gillerlain, BPS101 Communications Manager, presented about the district's communication program. Of note for JBN PTO: If we have events we want to advertise to the whole district we can send the PDFs directly to Sue for Backpack mail; we can contact her with suggestions for their twice a month "News to Me" segment on BATV; we can use an online form to submit stories for her to distribute district-wide.

- All PTOs had questions about readership statistics for Backpack mail and elementary school e-newsletters. Mrs. Gillerlain said she would get us what statistics she had access to.

- H.C. Storm issues many of their parent materials in Spanish; a parent volunteers to translate as many of the documents as he can.

- Both AGS and Hoover Wood schools have apps. AGS loves theirs, said the push notifications about events, etc. are key. Their app and Facebook have become their primary communication vehicles, they stopped issuing their newsletter because "no one was reading it" and are also planning to take down their website and host any necessary documents on Google Docs.

- The district is working with the elementary principals to potentially streamline/standardize elementary school supply requests for the coming year. The district was wondering how many elementary school PTOs sell supply boxes, how many were purchased and whether they were considered major fundraisers.
- Both the Music Buffs and STUDIO booster organizations were present, they both technically support K-12 although STUDIO has not been very active in elementary schools to date.
- Several other elementary schools have their Fun Fairs on March 3 (this is the date of the JBN Talent Show).
- AGS is bringing food trucks to their fun fair. They get a % of the proceeds back.

**4. New Business:**

- a. Winter fest - feedback. Santa did well and we would like to book him now for next year. Both high school interns showed up to the winter fest and were very helpful. There were ~2 dozen donuts left out of 17 dozen. Some suggestions for next year: Add more table space for crafts. More vendors would be nice.
- b. LRC Modernization survey – Survey is still in process. It will still be going during the holidays. Field trip next Wednesday to look at options.
- c. Dining Nights – next year plan. Limestone dining is going on this week. Looking into having fewer nights next year.
- d. Game Night – February 10. On the menu: hot dogs, nachos, chili, etc.
- e. PTO Closet Organization - Heather DeBaun and Erica Vershaw will do.
- f. Giving Tree – new apples needed – please ask teachers for more. Ask parent workroom to make ornaments or snowflakes to use.

**6. Announcements**

- a. Vacant Position: Teacher's Appreciation Chair/Co-Chair
- b. Upcoming events:
  - a. December 21: Nancy's Pizzeria dining 4-9pm
  - b. December 21: Winter classroom party 2:30-3:20pm

**7. Questions/Comments/Ideas****8. Adjournment** – Meeting was adjourned at 7:30pm.

**J.B. NELSON**



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[www.jbnpto.com](http://www.jbnpto.com)

PTO Meeting Attendance

Meeting Date: 12/6/16

Heather DeBaun	
Natalia Danoverson	
Jon Gaspar	
Katie Yurkewicz	
Jana Gray	
Erica Vershaw	
Ryan Korn	
Linda Widmer	
Julie Phillips	
Nicole Prentiss	
Jessica Benetti	