**![C:\Users\~mm~\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\B8YDHV09\Map_symbol_lighthouse.svg[1].png]()Team Beacon PTO**

*“No one can do everything, but everyone can do something.”*

**Team Beacon Meeting Minutes**

September 18, 2019 at 7:00pm Location: Beacon Media Center

Childcare provided

* Attendees: Kelli Westfall, Jackie Pelicki, Juliana Cheney, Julie Olesko, Brittney McClain, Kevin McClain, Kelly Messing, Meg Schoenherr, Missy Wirkner, Jen Mcvay, Kimberly Haner, Julie Evanchek, Sandya Johnson, Melanie Gray, Kristin Wheeler, Nicole Sunstrum, Sarah Jarboe, Tom McKee, Rebecca Knepfler, Caroline Ashenfelter, Ryan Bruder, Nina Plasencia
* **Pre-meeting gathering** *(6:45 – 7:00)*
	+ Discuss what is Team Beacon, what do we do & how can you help
* **Opening and welcome -** *(5 minutes)*
	+ Introductions
* **Principal Update** – Ryan Bruder *(10 minutes)*
	+ Professional Development around the following is occurring now
		- Zones of Regulation (Social/Emotional management training for kids) – paid for in part by a grant from Team Beacon to Tricia Winder (social worker)
		- Morning meeting – 25 minutes of positivity to start the day, no AM specials begin before a morning meeting happens, “I am Human” book read and donated to each class, paid for through Team Beacon principal fund, will be read by Ryan Bruder
		- Behavior as a form of communication – Behavior team is working on a video about using the new playground equipment
		- Cognitive skills
	+ Money for shed and playground toys has been spent and it is going well
	+ Field trips coming up will be paid for by Team Beacon funds
	+ NWEA testing is happening for 1st and 2nd graders. Kindergartners will do KRA
	+ Dr. Timmis letter about photographer banned from DCS grounds refers to a different photographer than the one seen at Beacon last week taking pictures of the new building
	+ Meeting this Friday to finalize plans for shade features – will be canvas like they have at Gallup park
* **Financial** – Missy Wirkner *(5 minutes)*
	+ 2019-2020 Budget review (see attached)
		- Teachers have been given the deadline of spending funds by the end of November so that money raised by this cohort of students is being used for tools for those same students
		- Event chairs should submit for reimbursement no more than one month after their event
		- Extra event money will go into grants
		- Fun Run goal is $22,000
	+ New payment/reimbursement protocol
		- Option A – 2-3 weeks before an event, get a quote/invoice from your vendor and submit it to Heidi in the office and she will give you a check
		- Option B – submit a invoice to Heidi and she can pay by credit card to vendor
		- Option C – **before** spending money, set a budget and meet with Heidi to open a Purchase Order, spend the money on your own card and then come and get reimbursed
* **Ice Cream Social** – Kelly Schaub, Alicia Jensen, Keri Raschke *(5 minutes)*
	+ Need more scoopers
	+ Ingredients will be posted online
	+ CS&A kids coming to help with cleanup
* **Beacon Blast** - Julie Olesko, Emily Johnson, Sandhya Johnson *(10 minutes)*
	+ Flyers went out
	+ Need to purchase bananas
	+ Course will be spray painted
	+ Incentives are on flyer for whole school
	+ Class incentive – each teacher to get 80% gets $50 gift card
	+ Shirt has a rocket and is yellow. It will also be used in the yearbook photo – it will come home with your child after the run
	+ We are purchasing a vinyl sign this year to do pictures in front of
* **2019/2020 Event Calendar –** Nina Plasencia*(10 minutes)*
	+ Monthly events (see attached)
	+ Get connected with Anchor chairs
	+ Agree on dates and forward to teambeaconpto@gmail.com ASAP so we can share with families
* **November Movie Night –** Jennie Sharp, Rebecca Knepfler (*5 minutes)*
	+ Tabled until next meeting
* **Committee Chairs Updates**: *(1 minute)*
	+ Box Tops – Caroline Ashenfelter
		- Download the app and scan your receipts or send it physical box tops
		- Can send receipts into office and Caroline will scan them if you don’t want to get the app
		- Must scan within 14 days of purchasing
		- Letter will come out soon with ‘how-to’
	+ Fundraising – Alicia Jensen
		- Whole month of October will be Dine to Donate at Aubrees for both take out and dine in
	+ Grants – Kim Marinelli
		- Teachers can go to the website to apply
		- Parents can go to website to view in advance of voting meeting
	+ Staff Appreciation – Julie Evanchek, Kelly Messing
		- Cider and Donuts were a win
		- Next month is stock the lounge
	+ Yearbook – Ashley Hopkins, Elke Meek
		- Download the ReplayIt app
	+ Watch DOGS – Sarah Sugg
		- Expanding in the future to include women
		- ½ day obligation
		- 1 hour will be board games
		- 1 hour will be lunchroom duty
		- **You will need to be background checked – all regular volunteers should stop by office and do this**
	+ Web Master – Casey Liska, Kevin McClain
		- New website teambeacon.weebly.com
* **Open Discussion**:
	+ Shelves for storage room
		- MOTION - $350 for shelves (M: Brittany McClain 2nd: Sarah Jarboe) – passed unanimously
	+ Two teachers will come to our meeting starting next month to give school/grade specific/classroom updates