

## BFA General Meeting Minutes

9-11am 1/16/18

### Attendees-

Lynda Flayter, Amy Weaver, Jennifer Khan, Carrie Groth, Shanna Coyle, Claudia Anglada Boix, Janice Neme Foley, Christine Tyll, Lucinda Troester,

### **Candice Kehoe- Principal**

#### 1)School Updates

- STAR testing – Jan 22-24
- second grade preparing for COGAT (gifted placement) Feb 6-8
- Events on the near horizon: BFA Boys/VIP Dance, Fun Fair, Book Fair, Parent Teacher Conferences
- Valentines Day Parties are in the AM this year (9-10am), due to the fact that parent teacher conferences start that evening. Decision made by teachers' union last year.
- Double check teacher conference times (Jan 29<sup>th</sup> online opens if you need to change your date/time)

### **Amy Weaver/Jen Crane- Treasurers**

#### 1)Financial Report

- all monies have been accounted for re: Concessions and Movie Night)
- Movie Night broke even basically
- VIP dance (\$2500 ticket sales currently)
- Fun fair preparations starting, starting to cut checks for items for this
- Current month balance of 89,000. (fluidity d/t ins/outs of expenses)

#### 2)Rev Trak

- spoke with Treasurer from LHS since they have been using RevTrak in previous years; they gave great suggestions and we are now able to better organize the RevTrak system to see where exact monies are coming from
- coordinating w/other d70 treasurers to give RevTrak feedback at years' end
  - note- Butterfield is the only school that lets the committees control RevTrak, other ones let just the treasurers have control; next year there will most likely be a switch to this model to better streamline things

-“using revtrak was easy and Greg was helpful but start working two weeks ahead of time to give yourself time to communicate w/the company” -feedback from a committee

### **Lynda Flayter- President Report**

#### 1) Open Positions for 2018/9 school year

31 open

40 filled

20 unsure of

#### 2) Committee Updates

- Legacy Gifts- process of having kids secure goal of 10/person for bulldog statue (monies due 1/31)
- Spirit wear- no updates, but the spirit signs are on revtrak
- Assemblies- Jen and Katie are planning Arts at Lunch 3/19-23. Different cultural musical act every day at lunch during that week; also planning an assembly w/Chris McBrien 4/18 for STEM/STEAM
- DVD sales: hoping the 5<sup>th</sup> grade showcase will be in next week; sold 36 of them; 300 profit approx.; most via check vs revtrak; next showcase is in March. In talks for more digital programming for next year
- Boys Dance: 187 tickets, approx. 2500 raised; revtrak sales open until tomorrow
- Fun Fair- In process of redemption gifts; will sell Culvers ice creams that have been left over from the 5<sup>th</sup> grade showcase
- Food Days- (Christine Tyll) water has been biggest issues; buying online at Costco is current process
  - -Costco will tell you the day but not the time frame
  - -Last three times the delivery person did not help to put it in proper space
  - -What is the expectation of the driver?
  - -should we get rid of bottled water altogether next year
  - -last year monies raised about 1000, on track this year to make 5000. Bigger margin on hot dog day d/t vendor change;
  - -only complaint for cost is when using revtrak for multiple kids
  - -BFA does cover families on Free/Reduced Lunch; accommodating other families via payment plans
  - -reassessing for next year: kids really like the new Breakfast for Lunch offering
  - -extra food being left over, enough for seconds for the older grades
  - -pizza days leftovers: hard to determine exact numbers d/t the pizza day offering being close to several breaks/holidays
  - -5 pizzas left over last time (just before Christmas break)
  - -give 2 to the custodial staff and the extras go to the lunchroom staff
  - -get extra pizzas d/t chances of mishaps w/the pizzas (i.e. one pizza comes burnt etc)
- -Conference dinner: no updates
- -Room Parent: email should have gone out to room parents last week
- -40 Book Challenge: continuing; check folders 1<sup>st</sup> and 3<sup>rd</sup> Mondays each month

- -Trak a Thon: meeting this week to start planning

### **Jen Khan- 1<sup>st</sup> VP**

#### FAD 70 Update-

- Rockland is done w/their new gymnasium build; grand opening is today
- Emergency Closing; sign up for text option 67587 for weather alert
- 2018-9, 2019-20 calendar has been posted online
- Character of Service Leadership awarded to Lambs Farm (given out in May)
- new Superintendent 2019-20
- Eric Youngman did Homework/World Language Update
  - See attached link on BFA site w/complete PowerPoint presentation
- Kindy registration opens next month
  - April 17<sup>th</sup> 6-7p Orientation for Kindergarten families
- LHS late time change: 8:45-3:25 next year; incorporating two programs- antibullying and in 2019, program called "RAD" for girls (Rape Aggression Defense) 10<sup>th</sup> graders
  - no late starts next year
- -President for FAD 70 opening; Butterfield needs to find the leader this year (it rotates each time between all of the d70 schools)

### **Tanya Surdick**

#### 1) Birthday Books

- Committee: names in Butterflier this year; pictures of each student w/their books on bulletin board
- 78 book donations so far this year

#### 2) Author Visit

##### Set for 4/5- Sarah Weeks

- extra Sarah Weeks books were ordered and are available for checkout in the library
- students are aware
- contest started if they read a book they are entered into a drawing for an autographed copy of her books; also reading her books during library time
- going to draft a schedule with the requirements of the author
  - This Friday Mrs. Thompson and Mrs. Soling going to come in for planning the visit

#### 3) Scholastic book fair update:

-instead of scholastic dollars (which means that for whatever books we order, we have to pay shipping and handling,) we are getting cash payout from the company- get more books for the money without paying the shipping/handling, plus flexibility in ordering books from other sources

- from the spring 2017 fair: library received \$1046
  - getting more easy nonfiction readers (Brands We Know, Cool Cats, Creepy Crawlies sets) and 2 new Pokemon books
- fall book fair monies have been given to her
- Spring 2018 book fair coloring contest- party for each grade-level winner's classroom

- 2 weeks before do a video preview
- Feb 6<sup>th</sup> getting started to set up in the library
- Wish-lists get made the following week leading up to the fair
  - Teacher wish-lists (not going to keep the book; student can buy the book and give it to the teacher themselves)
  - 2<sup>nd</sup>-5<sup>th</sup> written wish-lists; K and 1<sup>st</sup> take snapshots and upload to SeeSaw for parents to see the books

-Teachers have had credits in the past to come to the book fair and pick a book for their classroom; (certified staff only)- was \$20 most recently now just \$10. Exec board needs to vote on amount for this year and get back to Mrs. Surdick.

### **Shanna Coyle- Secretary**

#### 1)Game Closet

- will be sending out signup.com email to parents
- game closet currently has a lot of older games, missing pieces
- hoping parents currently have games they no longer play/need that they can donate to the school rather than BFA purchasing new