**Blake PTO Minutes**

**December 12, 2017**

**President’s Report:**

* New funding request of $1160 for A Midnight Summer Night’s Dream was a budgeted item and already approved. Since this was already approved, there isn’t a need for a grant request.
* Of note, anything that is already a budgeted line item will not need to go through the grant process
* Pharos and Journey North are two other items that have already been budgeted.

**Principal’s Report:**

* Hospitality luncheon was today and the teachers enjoyed the lunch
* Term one ended a week ago; we are now in term two
* We are in the middle of Kindness Month and are reminded of the events in Newtown, CT
* There are several upcoming events for the students, including a trip to the North Shore Music Theater for A Christmas Carol, and a community service day at Christmas in the City

**Treasurer’s Report:**

Ending bank balance as of 11/30/17 is $38,892.64 which has to be adjusted down by $400 for the Teacher Thank You Fund. Adjusted balance is $30,492.64.

* Annual Budget was approved at $9,300 and bi-monthly breakfasts have been incurred and carry over 2017 8th Grade graduation expenses.
* Approved items paid YTD from Appropriated Budget of $4,550:
	+ $300 for Jonathon Kleiman - [ChallengeSuccess.org](http://ChallengeSuccess.org) on 9/19/2017
	+ $1,845 for Auditorium - Can you hear me now? (Part 2) on 9/21/17
	+ $460 Go Sew It Grant Application approval on 10/18/17
* Outstanding payables - Checks for all bi-monthly breakfasts were issued in September
* Approved expenses from 12/12/17 meeting not reflected in adjusted balances above
	+ To Kill a Mockingbird grant application $1,200
	+ Theater Sound System $1,000 (reimbursed by Townwide PTO)
	+ Midsummer Night's Dream $1,160

Lost donation from the Mannings of $1000 has been found and was deposited by the Townwide treasurer to the Blake PTO account.

**MCPE Report**, as reported by Claudia Rosen

* It’s not too late to donate to MCPE’s Blue Ribbon campaign. The goal is $75,000 and they just surpassed $50,000

**New Business:**

* Upcoming Annual Blake Appeal will be mailed to the 7th graders, 8th graders, and all incoming 6th graders. The outgoing letter needs to be updated then sent to the printer for distribution by the end of February. Letter needs to be reviewed in January. Claudia will send out last year’s letter for editing.
* PIN nights are in March. The MCPE video was well received and if possible, we would like to do something similar. Erika will review with her son as he may be able to help us. We also need someone to sit outside the door on PIN night to collect donations. PayPal with needs updating for dates and thank you notes. If a donation is received via check, thank you cards will also be sent.