

PTO Meeting Minutes

October 16, 2019

Meeting called to order at 6:34 pm by Stacie Brown.

Sue Lee motioned and Janelle Martinez seconded to approve the meeting minutes from the September meeting.

Attendance:

Nick Brilowski: District Director of PR

Jennifer Knop: Secretary

Stefan Ladenburger: ES/IS Principal

Dana Gallup: ES Teacher Representative

Nick Jandes: School Board

Karen Erickson: IS Teacher Representative

Stacie Brown: President

Mary Plucinski: Communications Chair

Janelle Martinez: Vice President - Lincoln

Bari Dacks: Fundraising Chair

Sue Lee: Vice President – ES

Leann Zanardo: MS Yearbook Chair

Kristie Paul: Vice President – MS

Melissa Duitesman: Spiritwear Chair

Christie Johnson: Treasurer

Reports:

President's Report: Stacie Brown reported. Biggest thing going forward is working on a Casino Night as a Parent's Night Out at Hawthorn Woods Country Club. Hopefully meeting next week to start on the silent auction items. January 25 is the tentative date. Working on pricing, to include two drink tokens and x amount of chips, with some food as well. Cash bar would also be available. Table games, ring toss on wine bottle, raffles, etc. are all ideas being planned.

Vice President Reports:

Lincoln: Janelle Martinez reported. Picture retakes were yesterday. Party assignments have gone out and all classrooms have at least two parents.

Elementary School: Sue Lee reported. Sent out Halloween party assignments. Working on filling empty spots, but there is at least one parent for every class except Harris.

Intermediate School: Jen Arroyo reported via email. Short one room parent, for Bielfeldt's class. Halloween Class Party Hosts were assigned and notified last week. Party checks were placed in teacher mailboxes yesterday. Reading Rally & Pajama Night is set for Friday, November 15th. We will be looking for teachers and staff members to sign up to volunteer to come that night and read to families. Picture Retakes at IS are scheduled for this Friday. The photographer will be arriving at 9:00 AM.

Middle School: Stacie Brown reported. Thank you to Kristy Paul for handling the picture day issues and retakes.

Treasurer's Report: Christie Johnson reported. Party checks were distributed – IS yesterday, ES this morning. Lincoln's are on the way via inter-office.

Mundelein Comm. Checking Balance as of 9/30/19	\$17,624.95	
Mundelein Comm. Savings Balance as of 9/30/19	\$45,004.75	
Harris Checking Balance as of 9/30/19	\$0.00	
Less: Committed Funds	\$56,044.10	
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Uncommitted Funds as of 10/14/19	\$6,585.60	
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Balance available for 2019/2020:	<table border="1"><tr><td>\$6,585.60</td></tr></table>	\$6,585.60
\$6,585.60		

Principal's Report: Mr. Ladenburger reported.

For K-8 there will be a half day on October 25; early dismissal on November 8; no school on November 11. For Lincoln, there is no school on October 25, November 8, and November 11. There is a preschool screening on November 14, please call Carol Bennett for an appointment.

Halloween parties are coming up for Lincoln-5th grade on October 31st. For Lincoln AM they will be at 10:45, for Lincoln PM they will be at 2:45. For AM Kindergarten they will be at 10:30 AM; for PM Kindergarten and 1st-5th they will be at 2:00 PM. Please do not bring younger children if you are a party host.

The Elementary School Veteran's Day assembly will be November 7 at 10 am and 2 pm. The Middle School Veteran's Day assembly will be November 8 at 8:30 am.

The 6th graders will attend Camp MacLean on October 16-18. Thank you to the PTO for the scholarship support. Also at the Middle School, the 2nd Annual Community Service Night will be December 10th at 6:30 pm. Middle School students were also invited to attend the Mundelein After School Coalition (MASC) Dance on October 18th at 6:00 pm being held at Carl Sandburg Middle School.

District and School Board Report: Mike Jandes reported. Only one meeting will be held in November on the 7th. Next meeting is the October 28th. They will be voting on starting the taxation process.

Nick Brilowski reported. The road construction projects should be done around Thanksgiving.

Teacher Reports:

ES: Dana Gallup reported. Thank you from First grade for the Scholastic News that the PTO helped them acquire.

IS: Karen Erickson reported. Teachers are loving the new Spiritwear, thank you very much. Looking forward to Spooktacular and Halloween parties. Back to School night was awesome.

MS: No report.

Committee Chair Reports:

Art Awareness – No report.

Birthday Board – Christie Johnson reported. Going well so far this year, until today. Hopefully the current issue will be solved by tomorrow morning.

Book Fair – Kristy Trilluli reported via email. Everything is on track. Working with Carol Bennett at Lincoln for this year's sale. Trying to come up with other options to make it work. She will remind parents that they need help to make it work. Next year, they may move the Lincoln sale online – especially if they don't hit a certain amount. Debating ideas to entice preschoolers to attend the sale at the Intermediate School. The Book Fair will be open the night of the Reading Rally. Fair opens November 16 – only Saturday that it will be open – and runs the week of the 18th until conferences on Monday, November 21.

Box Tops – Janelle Martinez reported. Current contest ends on Friday. There are two parent volunteers to help sort. In checking the app, we are up to \$60 so far, so there are definitely some people already using it.

Communications/Facebook – No report.

Cultural Arts – Christie Johnson reported. Decided to have the ProKids show again this year. There will be two shows on April 27 at the Intermediate School; and three shows on April 30 at the Elementary School.

Fundraising – Bari Dacks reported. Wolves games this Sunday. Got a few more forms in today. Should clear about \$500. Easy fundraiser with minimal work. Next week, flyers for first dine out night will be going home. It will be at Panera in Mundelein.

Holiday Boutique is coming up. Still looking for vendors. The Book Fair will be open. There will also be a Kids' Shop so that kids can shop and pay for gifts for their families. Company sends envelopes that the kids can use to wrap up purchases so families can't see them. There are nine NHSJ students that will be helping.

Market Day is ongoing. There will be adding items throughout the year.

Hospitality – no report.

Membership Toolkit – Christie Johnson reported. No report. Going well. All classrooms do have their class lists. Room parents pushed out too. It's easy to see which room parents pushed online directory as certain classes have more participation than others.

Picture Day/Yearbook – Leann Zanardo reported. Retakes for Lincoln are done. ES and IS are Friday. MS retakes are a week from tomorrow. Basically, we can't start on yearbook until all portraits are loaded into Treering. Room parents have all been assigned so parents can start uploading pictures to Treering.

Rooms Parents – No report.

8th Grade Dance – No report.

Field Day – No report.

Spirit Wear – Melissa Duitesman reported. Orders were all delivered and sent home to families last week. It was a successful sale. There will be a holiday sale in November. It will include popular items from the Fall sale as well as a few new items, including beanie hats.

Old Business: none.

New Business: Funding requests.

1. \$300.00 requested by Emily Loerakker. The Middle School is participating in Elyssa's Mission. We would like to provide an honorarium to the Elyssa's Mission Foundation – Suicide Prevention Program. Motion made to approve by Sue Lee, seconded by Janelle Martinez. Request approved.

2. \$895 requested by Noel DelaMar. Go Viral 40-minute experience designed to challenge students to make real connections. Go Viral will help students gain a new sense of their own innate worth, they'll grow to appreciate the diversity of race, language and culture that make up the community in which they live. Will benefit 6th-8th grades. Motion made to approve by Christie Johnson, seconded by Kristie Paul. Request approved.

3. \$940 requested by Scott Jetter. He would like to request a total of \$940 to be used to cover 10 families who may need assistance with covering the cost of Camp MacLean. The cost is \$144 per student. Motion made to approve by Janelle Martinez, seconded by Sue Lee. Request approved.

4. \$1,440 requested by Susan Wittenkeller. Cubelets are robot blocks that encourage design thinking because there are so many different ways to construct them. They encourage critical thinking, collaboration, creativity and teamwork. They connect with Lego blocks so the possibilities are unlimited. They also have an app so students can use their IPADS as a remote control. These are not currently something that technology or any other class has in their classrooms. It would benefit all 3rd-5th grade students. She's been using a sample pack. Motion made to approve by Kristie Paul, seconded by Janelle Martinez. Request approved.

Please note, funding requests should be in by the 10th of the month.

Card winner is: Bari Dacks

Adjournment: 6:58 pm. Motion made to adjourn meeting by Sue Lee, seconded by Janelle Martinez.

PTO minutes submitted by: Jennifer Knop