

## PTO Meeting Minutes

November 20, 2019

Meeting called to order at 6:37 pm by Stacie Brown.

Jen Arroyo motioned and Janelle Martinez seconded to approve the meeting minutes from the October meeting.

### **Attendance:**

Nick Brilowski: District Director of PR

Laura McCarthy: ES Teacher Representative

Cathy Park: ES/IS Associate Principal

Karen Erickson: IS Teacher Representative

Nick Jandes: School Board

Gina Ney: MS Teacher Representative

Stacie Brown: President

Mary Plucinski: Communications Chair

Janelle Martinez: Vice President – Lincoln

Patricia Lopez: ES Yearbook & Picture Days

Jennifer Arroyo: Vice President - IS

Latoya Gray

Christie Johnson: Treasurer

### **Reports:**

**President's Report:** Stacie Brown reported.

Busy weekend last weekend with Holiday Boutique and the Kid's Holiday Shop. \$3200 was spent at the Kid's Holiday Shop. Parents really liked. \$900 profit from the Holiday Boutique. Vendors did really well.

Fundraisers coming up include: Pure Vida Bracelets and socks for March Madness.

The school store for IS is changing to Thursdays starting in January.

Family event in January will be a Math Night with Mathnasium.

Casino Night is also coming up. We have received lots of donations. Date is set for January 25<sup>th</sup>.

### **Vice President Reports:**

Lincoln: Janelle Martinez reported.

Book Fair is going on right now at Lincoln.

Elementary School: No report.

Intermediate School: Jen Arroyo reported.

Thank you to everyone who attended the Reading Rally at IS last Friday and a big thank you to all the teachers and staff who volunteered to read!

Middle School: Stacie Brown reported.

MS Book Fair and Yearbook Committee are going well.

**Treasurer's Report:** Christie Johnson reported.

Mundelein Comm. Checking Balance as of 10/31/19	\$16,593.85
Mundelein Comm. Savings Balance as of 10/31/19	\$45,005.89
Harris Checking Balance as of 10/31/19	\$0.00
Less: Committed Funds	\$58,654.10
Uncommitted Funds as of 11/11/19	\$2,945.64
Balance available for 2019/2020:	\$2,945.64

**Principal's Report:** Mrs. Park reported.

Thank you for the Reading Rally. It was a lot of fun!

Report Cards went live today.

December 13<sup>th</sup> is the first Middle School Dance.

**District and School Board Report:** Mike Jandes reported.

Successfully filling hard-to-fill positions. Single Path approved. Presentation on Student Growth and Achievement. Next Board meeting is Monday (11/25).

**Nick Brilowski reported.**

Working on finalizing school calendar. Taking to board in December and will be communicated in January.

Annual surveys being sent next month. Looking for parent feedback.

**Teacher Reports:**

ES: Laura McCarthy reported.

Book Fair is going smoothly. Thank you!

IS: Karen Erickson reported.

Thank you for the Book Fair! We are looking forward to conferences.

MS: Gina Ney reported.

We are looking forward to conferences on Monday and we are enjoying the Book Fair too.

**Committee Chair Reports:**

**Art Awareness** – No report.

**Birthday Board** – Christie Johnson reported. No new report.

**Book Fair** – Kristy Trilluli reported. Book Fair is ongoing. Did really well over the weekend between Friday night during Reading Rally and Saturday during the Holiday Boutique.

**Box Tops** – Janelle Martinez reported. All of the winners for the fall contest were announced. \$686.50 profit from Box Tops. People are using the app. The next submission is in February/March.

**Communications/Facebook** – No report.

**Cultural Arts** – No report.

**Fundraising** – Bari Dacks reported via email. Thank you to everyone who helped with the holiday boutique. We would not have been successful without you! The day was busy all day. Vendors were happy with the traffic and the parents loved that the kids could be at the kids' holiday shop on their own while they also shopped. Having the book fair open was a big bonus too. I believe we made about \$900 after renting tables and purchasing advertising signs which we have to do each year. Maybe we should purchase some 8 foot tables for us to keep. We can use them at multiple events we host throughout the school year?!? Just an idea.

Charleston wrap is back for a quick 2 weeks! All orders will be placed online and shipped directly to your house. Everything is set to arrive before the holidays.

Dining night at Panera was a success and nightmare at the same time. We brought in \$400 to the PTO however that place was a hot mess. I have contacted corporate but have yet to hear back.

December 3rd is dining night at Jimanos in Mundelein. Flyers have gone home this week. 20% back to the PTO on pick up, dine in and delivery orders.

January 25th is our first parents' night out event. A casino night with raffles, food and a silent auction. The night will be held at Hawthorn Woods Country Club from 6-10. We have already collected some amazing donations for our silent auction: Surface pro, sporting event tickets, restaurants and more. Get excited!!

**Hospitality** – no report.

**Membership Toolkit** – Christie Johnson reported. No new report.

**Picture Day/Yearbook** – Bari Dacks reported via email.

Considering changing companies for picture day. On the outside it looked like smooth sailing, but it has been a horrible experience on our end.

Need to consider what companies will work with yearbook companies.

**Rooms Parents** – Jen Arroyo reported.

Sign up for winter parties is going on right now. The link is on the Facebook page and has been included in principal emails. Sign up will end Sunday, 11/24. Party Hosts will be notified on 12/2.

**8<sup>th</sup> Grade Dance** – No report.

**Field Day** – No report.

**Spirit Wear** – Stacie Brown reported.

Sale ended Friday. Delivery will be approximately 3 weeks and will be here before the holidays.

**Old Business:** none.

**New Business:** Funding requests:

1. \$320.97 requested by Tiffany Martinelli, Tracy Goldman & Jessica Kastein. The request is for three Melissa and Doug Grocery Stands. This will help enhance our dramatic play area. The market stand can be used in multiple settings: grocery store, pumpkin patch, holiday shop, flower store, etc. Motion made to approve by Janelle Martinez, seconded by Mary Plucinski. Request approved.
2. \$383.64 requested by Meghan Steinsdoerfer. Parents are often looking for ways to better help their struggling math students. The best way to help their child is to build number sense through games with manipulatives that help build flexible thinking. These math kits will give parents the materials they need to help their child play weekly math games. Motion made to approve by Janelle Martinez, seconded by Jen Arroyo. Request approved.
3. \$203.70 requested by Emily Karl. For the Middle School's Community Service Night on December 10, 2019, we are going to be working with Operation Gratitude to create thank you cards/letters and paracord bracelets for troops, first responders, veterans and new troops. Operations Gratitude's website states that paracord bracelets are an area of need right now. In preparation for the night, we would like each 8th grader to make a paracord bracelet during Flex so they can help assist families and students of other grade levels during the event. This will also ensure that we are sending at least 229 bracelets. Motion made to approve by Janelle Martinez, seconded by Mary Plucinski. Request approved.
4. \$197.73 requested by Laura Karaszewski. I am requesting a bubble gum machine with vending capsules. The purpose of this would be to make students' artwork into a button and then put the artwork in the gumball machine. I would keep the gumball machine outside of my classroom during special events so that parents and students alike would be able to purchase an artwork button for a quarter. Proceeds could go to materials for group art projects or to the PTO for an art related event/activity. The possibilities are endless! Motion made to approve by Janelle Martinez, seconded by Mary Plucinski. Request approved.

Card winner is: Patricia Lopez

**Adjournment:** 7:05 pm. Motion made to adjourn meeting by Jen Arroyo, seconded by Janelle Martinez.

PTO minutes submitted by: Jen Arroyo