



Minutes 10/19/20 Jewel PTO meeting

- 1) Call to Order, at 6:33pm by K. Evans
- 2) Approval of May 2020 minutes. Motion by JOwen , Seconded by G. Trainor, motion carries.
- 3) President's Report – Kathy Evans
  - a) It's going to be a different year. As we are an event-heavy PTO for fundraising, obviously this is not happening this year and as we go through tonight, we'll talk about our go-forward plans for the year. Focus is on supporting the Teachers and Students in whatever way we can as a PTO. For this year, there are no membership fees, which makes all Jewel Parents members. The pandemic scuttled our ability to have elections and we didn't have them last spring so we're going to continue on in our board positions this year (unelected) as last year
- 4) Vice-President's Report – Jennifer Dosch
  - a) By-laws this year are also going to look a little different. We are proposing an addendum on how we're going to conduct the year differently given the pandemic. For this year though, if you join the PTO meeting call, you're part of the quorum. No fees this year but this gives us a business continuity plan.
- 5) Treasurer's Report – Laura Wand
  - a) Pulled together a new budget and it'll look very different than previous. We ended last year just above \$16k in the bank. Nice cushion to start this year and we're able to hold money for 21-22.
- 6) Secretary's Report – Brian LoCicero
  - a) We will continue to post minutes and agendas on the PTO website (Jewel -> Parents -> PTO) as well as cross promoting on FB and then in Schoology Announcements prior to the meetings via Marianne.
- 7) Committee Updates
  - a) Spiritwear -> We're looking to launch with Kirhofer's for the holiday season ordering. Convenient and close as well as we'll finally have an online ordering system.
  - b) Nominating Committee Head -> For those newer to PTO, nomination committee is put together so we have an unbiased set of people accepting nominations for the Executive Board for the new school year. We need a chair whose responsibilities are to get the bios of the candidates and share on election night, also to send a flyer out to the feeder schools for incoming 6<sup>th</sup> graders. You then manage the rest of the election process. We are looking to fill this spot by our December meeting. It truly is not a lot of time and effort, and in Feb we'll assign the committee to help the chair and announce that nominations are open. We accept nominations through the March meeting, then announce the slate and provide bios, April meeting is elections and May is transfer of power.
  - c) Teacher Appreciation -> we supplied dinner for teachers for the P-T conferences in October from McAlister's Deli who was fantastic to work with for the order. Liked ease of ordering for the teachers for customization. Please repeat per Mr. Smith.
- 8) Principal's Report – Mr. Smith Thank you to Kathy and Jen for staying on and keeping things sane.
  - a) Welcome to our new Dean of Students: Mr. Kilcran
  - b) Welcome to our new SCAC Rep: Jason Owens
  - c) SPORTS & ACTIVITIES:
    - i. Volleyball, Soccer, XC- 9/9-10/2
    - ii. Wrestling (Fitness Camp) 10/13-11/6
    - iii. Basketball and Cheerleading- Nov 9-Dec 11
    - iv. Student Council, Choir, Spirit Club, SAVES Club, Drama Club
  - d) Please be on the lookout for "Got Involved" pins at the end of the 1<sup>st</sup> quarter for Schoology 101, Volleyball, Soccer and XC
  - e) UPDATES:
    - i. Painted the remainder of the school, new blacktop around the exterior of the school (Parking lots, Service roads and Basketball Court)



- ii. Passing out meals M-F (10am-1pm)
- iii. Assisting with Hotspots and delivering student materials
- iv. Self-Contained students returned on Sept 14 and Sept 28
- v. Virtual Open House & Survey
- vi. Virtual P/T Conferences & Survey (Closes on Thursday, Oct. 22)
  - 1) Thank you for dinner ☺
- vii. 6<sup>th</sup> Grade: 1:1 in-person Band lessons
- viii. Preparing large/small areas, classroom and office spaces (Wall- Mounted Hand Sanitizer Stations, Water-bottle fillers, Social distance spots/arrows, etc...
  - 1) 6<sup>th</sup> Graders return on Nov 2 (A/B schedule)
  - 2) 7<sup>th</sup> Graders return on Nov 16 (A/B schedule)
  - 3) 8<sup>th</sup> Graders return on Nov 30 (A/B schedule)
  - 4) Lunches will be available for free – 20 mins lunch, then 20 connections
- ix. We're close to what it was in August 60-65% coming back. <650 total A-L=A, M-Z=B
  - 1) Trying to sort out carpooling/childcare/grouping for return to school, please let Admin know. Trying to not have more than 17 in a classroom.

9) SCAC Report – Jason Owens

- a) No meeting yet, first is 10/26 at next meeting.

10) Old Business - None

11) New Business

- a) Approval of 2020-21 Budget Motion: Gayle Trainor 2<sup>nd</sup>: Amber Bartelmey, Motion – Carries.
- b) Is the Edpuzzle Pro proposal still needed? No longer needed, free version is doing just fine, we don't need it. Would rather use the money for pod furniture and other things.
- c) Board Member Comments
  - i. District-wide Residency requirement validation. This is a legit exercise, please complete it if you are called. The audit's in place because we need to prove people living in district.
  - ii. PTO purpose, is to support teachers, kids and parents as best as possible. Whatever we can do this year need to focus on helping the kids and the parents. We have some possible ideas for return to school (individual yard signs or banners) does anyone have any ideas of what we could do for the kids?
    - 1) Return to school ideas for 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup>. Amber Bartelmey mentioned the WAHS "boo" signs. Jaguar water bottles have been bought as well as Jaguar Notebooks. Kathy to reach out to Erica or Patty over at WAHS.

- d) Public Comments

12) Adjourn Meeting. 7:50pm motion by Jason Owens, 2<sup>nd</sup> by Michael Trotter, motion Carries.



ADDENDUMS

**Jewel Middle School PTO FY  
2020  
Budget Report**

As of 10-19-20

<b>Funds available at beginning of financial year (07/01/2020)</b>			<b>\$16,256.48</b>
<b>Allocated Reserve</b>	<b>Budgeted Income</b>	<b>Budgeted Expenses</b>	<b>Budget Net</b>
Hold for 2021-2022 School Year	-	-\$8,000.00	-\$8,000.00
<b>Allocated Reserve Totals</b>	<b>-</b>	<b>-\$8,000.00</b>	<b>-\$8,000.00</b>
<b>Administrative Funds</b>	<b>Budgeted Income</b>	<b>Budgeted Expenses</b>	<b>Budget Net</b>
Membership	-	-	-
Donations	-	-	-
Accounting/Bank Fees/Seed Money	-	-\$50.00	-\$50.00
PTO Insurance	-	-	-
Audit	-	-\$100.00	-\$100.00
Office Supplies	-	-	-
Accounting Software	-	-\$159.45	-\$159.45
<b>Administrative Funds Totals</b>	<b>-</b>	<b>-\$309.45</b>	<b>-\$309.45</b>
<b>Fundraiser/Events</b>	<b>Budgeted Income</b>	<b>Budgeted Expenses</b>	<b>Budget Net</b>
Spiritwear	\$625.00	-\$375.00	\$250.00
<b>Fundraiser/Events Totals</b>	<b>\$625.00</b>	<b>-\$375.00</b>	<b>\$250.00</b>
<b>School Disbursements</b>	<b>Budgeted Income</b>	<b>Budgeted Expenses</b>	<b>Budget Net</b>
Hospitality - (P/T Conferences, etc.)	-	-\$1,400.00	-\$1,400.00
Student Finance Assistance	-	-	-
West Aurora PTO Scholarship	-	-\$250.00	-\$250.00
School Finance Assistance/Improv	-	-\$4,500.00	-\$4,500.00
Teacher Appreciation Week (May)	-	-\$1,000.00	-\$1,000.00
PTO Discretionary Fund (Per bylaws)	-	-\$250.00	-\$250.00
<b>School Disbursements Totals</b>	<b>-</b>	<b>-\$7,400.00</b>	<b>-\$7,400.00</b>
<b>Grand Totals</b>			
	<b>\$625.00</b>	<b>-\$16,084.45</b>	<b>-\$15,459.45</b>
<b>Projected bank balance if on budget</b>			<b>\$797.03</b>

