

## PTO Meeting Minutes

January 18, 2023

Meeting called to order at 6:02 pm by Stacie Brown.

Jennifer Arroyo motioned and Elisabeth Reigle seconded, to approve the meeting minutes from the December meeting.

### **Attendance:**

Krista Winkelman: MS Principal

Jennifer Knop: Treasurer

Dr. Kocanda: Superintendent

Lauren Rollinger: Art Awareness

Michael Jandes: School Board Representative

Lindsey Kitts: Hospitality Chair

Stacie Brown: President

Melissa Duitsman: Spiritwear/8th Grade Dance

Jennifer Arroyo: Vice President – IS

Rachel Glogovsky: 8th Grade Dance Chair

Elisabeth Reigle: Vice President - ES

Edythe Buehring: IS Teacher Representative

Tiffany Latter: Vice President - Lincoln

Laura McCarthy: ES Teacher Representative

### **Reports:**

#### **President's Report:**

Stacie Brown reported. Casino night is this Saturday and we're only about 10 tickets away from being sold out. There will not be ticket sales at the Door. The Sweetheart Dance will be February 11. The photographer, DJ and craft are all sorted. We will need a few volunteers for decoration and baking. March Madness is back and will be held March 11. At half-time Principals will get a pie in the face from winners at the Casino Night silent auction.

#### **Vice Presidents' Reports:**

Elementary & Intermediate School: Jennifer Arroyo reported. The sign up has closed to volunteer to be a Party Host for the Valentine class parties. Valentine parties will be held on Tuesday, February 14th. Party Times are as follows: K AM 10:45 AM - 11:30 AM, K PM & Grades 1-5 2:00 PM - 2:45 PM, Lincoln AM 10:45 - 11:30 AM, Lincoln PM 2:45 - 3:30 PM. There are a few classrooms without party hosts, and there are several parents that will need to complete the volunteer training.

Lincoln School: Tiffany Latter reported. There are two classes that still need Valentine party hosts. the teachers have been emailed.

**Treasurer's Report:**

Jennifer Knop reported. Overall, we're in good shape. However, we have received notice that we are being audited for the 2020 school year. Christie Johnson kept excellent records though, so it has been easy to hand off the information requested to our accountant.

Mundelein Comm. Checking Balance as of 12/30/22	\$47,967.42
Mundelein Comm. Savings Balance as of 12/30/22	\$43,064.54
Less: Committed Funds	\$62,004.79
Uncommitted Funds as of 12/30/22	\$29,027.17
Balance available for 2022/2023:	\$29,027.17

**Principal's Report:**

Krista Winkelman reported. Cold weather is here, so be prepared for going outside. Thank you for the coffee and donuts on our Institute Day. It was a great way to come back from winter break! There will be a half day on January 27 for K-8 students. Lincoln will not have school, but will host a parent coffee at 10 a.m. instead. Please spread the word that Kindergarten Registration will be coming up soon. For the Middle School, 8th grade graduation picture retake day will be February 10th. Middle school students will have a CyberSafety Presentation on February 22nd.

**District and School Board Report:**

Mike Jandes reported. Finance meeting on the 9<sup>th</sup>. The next School Board meeting will be on January 23rd. They will be voting on tuition-free full day kindergarten. Capital projects for this summer include the district office and the Middle School science lab. They will also be discussing renewing the open land area by the soccer fields, as well as staffing plans.

Dr. Trisha Kocanda reported. Krista Winkelman and Stefan Ladenburger were named the principals of the year for the Lakes region! Very excited and proud of them! There will be a small celebration for them at the board meeting and they'll advance onto the state level competition.

Strategic planning update - the survey data is up to 700 parent/community responses. 20% are non-parents. We will be sharing data from this survey in February. Then on February 9th and 21st, there will be additional parent focus groups. There will be a presentation at the school board meeting as to where we are so far in the process. This month's staff member recognition will be teacher and coach Dan LaCursia. Also at the board meeting, we will be recommending tuition-free kindergarten for all starting in the fall.

School calendar 2023/24 will be voted on at the board meeting as well. Highlights include: similar winter break next year; start date of Thursday, August 17; last day on Thursday, May 30; There will be an early release on Mundelein High School's Homecoming parade day. We are also looking into improving the professional learning time and opportunities for staff. We are considering moving away from SIP

days/half-days and moving towards a regular early release model (½ hour early release once a week, every week). This decision won't be finalized until March, so the calendar being approved at the board meeting will still show SIP days for now.

#### **Teacher Reports:**

ES & IS: Edie Buehring reported – Thank you for the donuts and coffee. We've never had that before, and it was nice to come back from break and have a treat. The Winter class parties were fantastic. Everything went really well.

MS: No report.

#### **Committee Reports:**

**Art Awareness** – There are new co-chairs for this committee: Lauren Rollinger and Tiffany Latter.

**Birthday Board** – No report.

**Book Fairs** – ES/IS will be held April 11-20. MS will be held February 27 - March 3.

**Communications/Facebook** – No report. Looking for a new Communications chair.

**Cultural Arts** – No report.

**Fundraising** – Stacie Brown reported. We received a check for \$162 from Box Tops.

**Hospitality** – Stacie Brown reported. The Back to the Grind coffee and donuts went smoothly. We'll do something small for Valentine's Day the day before the parties (Feb 13) that will include a dessert- type treat for the teachers.

**Membership Toolkit** – Stacie Brown reported. Contract was renewed for next year.

**Picture Day/Yearbook** – Jennifer Arroyo reported. Composites have gone to teachers and have been uploaded into Treering.

**Room Parents** – No report.

**Special Days/8<sup>th</sup> Grade Dance** – Melissa Duitsman reported. First meeting is tonight. Organize into committees.

**Field Days** – No report.

**Spirit Wear** - Stacie Brown reported. There will be a flyer for spirit wear at the kindergarten registration night on February 10. The sale will run February 6-17, this means Spiritwear should be ready around Spring Break. We will need to rethink how to handle Kindergarten T-shirts, since there will not be a kindergarten screening this year.

**Old Business:** none.

**New Business:** none.

**Adjournment:** 6:32 p.m. Motion made to adjourn meeting by Jennifer Arroyo, seconded by Elisabeth Reigle.

PTO minutes submitted by: Jennifer Knop