

## PTO Meeting Minutes

September 21, 2022

Meeting called to order at 6:04 pm by Stacie Brown. Motion made by Jen Knop. Seconded by Elizabeth Riegle.

Jen Arroyo motioned, and Elizabeth Riegle seconded, to approve the meeting minutes from the August Executive Board meeting.

### **Attendance:**

Trisha Kocanda, Superintendent

Latoya Conners Gray: Secretary

Cathy Park, Principal

Laura McCarthy: ES Teacher Representative

Mike Jandes, School Board

Edie Buehring: IS Teacher Representative

Stacie Brown: President

### **Guests:**

Jennifer Arroyo: Vice President – IS

Lindsey Kitts

Elisabeth Riegle: Vice President – ES

Julie Piszczek

Open: Vice President – MS

Carla Gavilanez

Tiffany Latter: Vice President – Lincoln

Claudia Romer

Jennifer Knop: Treasurer

Aimee Briggs

### **Reports:**

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

##### **Stacie Brown reported.**

- Room Parents Assigned
- Cathy Park will do training for parent volunteers after the PTO meeting
- Picture Day went well and working on blurb for the principal's email.

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

##### **Lincoln: No Report**

**Intermediate School: Jennifer Arroyo reported.**

- Need room parents.
- Signup for Halloween has gone out.
- Volunteers notified Oct 5<sup>th</sup>
- Picture proof and order code will be sent out.

**Elementary/ Elizabeth**

- ES -103 -142 (Kits sold)
- IS - 103 to 123 (Kits sold)
- MS – 93 – 115 (Kits sold)
- Raised \$1, 810
- Continue the First Day Kits
- Still looking for donations for Raffle Baskets – need volunteers
- Sign up going out for being a trunk to decorate.

**Middle School: No report.**

**Treasurer's Report:**

**Jen Knop reported.**

Mundelein Comm. Checking Balance as of 8/31/22	11,467.56
Mundelein Comm. Savings Balance as of 8/31/22	43,073.13
Less: Committed Funds	63,840.14
<b>Uncommitted Funds as of 9/12/22</b>	<b>(9,299.45)</b>
<b>Balance available for 2022/2023:</b>	<b>(9,299.45)</b>

We are in the negative but that is okay we will catch up as time progresses.

### **Principal's Report:**

- Cathy Reporting
- No school Oct 5 and October 10
- Curriculum night at Lincoln tomorrow
- Parent involvement at Patche 22 on sept 30<sup>th</sup> at 10am
- Parent Volunteers for parties still
- Next Friday Parent Day
- Officer Sexton visited the school
- Elementary/Intermediate
  - Parent trainings
- Middle school
  - 6<sup>th</sup> grade overnight at Camp MacLean
  - Middle school marching in band
  - Friday October 20 mix it up day

### **District and School Board Report:**

#### **Asst Sup Mike Jandes reported**

- Board meeting on Monday
- Board elections starting

#### **Superintendent Trisha Kocanda**

- Meeting on Monday need board to approve the annual goals
- Goals are focused on communication, continuing to focus on student achievement and inclusive practices, finance goal (4 areas – 1) full day kindergarten/tuition free, 2) fair compensation for teachers and 3) facility assessment for long term road mapping, 4) teach and employee recruitment)
- Exciting to be in the buildings...students/staff enjoying the in person before covid environment
- 1<sup>st</sup> parent engagement – 27 RSVP's
- Stephan Ladenburger – field trip for 4<sup>th</sup> graders is postponed

### **Teacher Reports:**

***ES: Laura McCarthy reported. Picture day went well.***

IS: No report

MS: No report

**Committee Reports:**

**Art Awareness** – No report.

**Birthday Board** – Christie Johnson still in charge.

**Book Fairs** – November 14-21<sup>st</sup>. Reading rally Friday Night Nov 11th. ***(Claudia volunteering)***

**Communications/Facebook** – No Report Mary going back to the old timeline of Tuesday.

**Cultural Arts** – Will be in person. Event we go to find talent was pushed to the Spring. Maybe use the same person as before but in person.

**Fundraising** – ***Written Update from Bari...***

- Panera is Tuesday the 27<sup>th</sup>
- Jimano's Oct 11
- Holiday Boutique Nov 12<sup>th</sup> (Hallways in the intermediate school)
- Charleston Wrap kicks off on October 10th and will run for 30 days. Everything ships to home again, so nothing comes to the school. Catalogs will arrive around October 1st, and I will need help distributing them at each building.
- Wolves game- I am awaiting confirmation for the October 15th game. This is the home game where they celebrate their win last season and raise their new banners. Ticket price will be \$24 if we go with this game.
- Happy Little Flame in Libertyville. They can ship. PTO makes 50% of sales. Start on the October 19th and closes November 2, delivered November 16.

**Hospitality** – Lindsey reported out on Chick Fila. Ready for the Winter luncheon.

**Membership Toolkit** –. All is going well.

**Picture Day/Yearbook** – Went well

**Room Parents** - Stacie Brown reported. Sign up is out and parents notified. Meeting after.

**Special Days/8<sup>th</sup> Grade Dance** – Long way away but it was great! Hoping to do it again.

**Field Days** – No report.

**Spirit Wear** – 309 orders. Ordered extra adult small and youth and hoodies.

**Old Business:** none.

**New Business:**

**Funding Request:**

1. \$195.93 requested by Angela Eddy and the Kindergarten team for play food for their new grocery stands. It will benefit all 7 kindergarten classes.

***Motion made by Jenn Arroyo. approved by Jen Knop – Motion approved.***

2. \$1,149.00 requested by Scott Jetter for the 6th grade Camp MacLean trip. This money would help students who cannot afford to go on the trip due to financial hardships. The cost is \$149 per person so this would help up to 10 students attend.

***Tabled. We have budget for scholarships.***

3. \$979.98 requested by Lindsey Miska. She would like the PTO to purchase a large smart TV display and mount for her classroom space. She often creates videos, does live demonstrations, and displays artwork. This will allow for more visibility for all students. It would benefit all 6-8 grade students.

***Tabled for now. Pending district review.***

**Adjournment:** 6:40p.m. Motion made to adjourn meeting by Jenn Knop, seconded by Jen Arroyo

***PTO minutes submitted by: Latoya R. Gray***

#### 2022-2023 PTO Meeting Dates

All Meetings will be held in the Middle School Den at 6:00 p.m. (unless otherwise noted)

~~September 21~~

October 19

November 16

December 21

January 18

February 15

March 15

April 19

May 17\*\*

**\*\* May 17th meeting will be held off site-location TBD**