

PTO Meeting Minutes

August 16, 2023

Meeting called to order at 6:08pm by Stacie Brown. Jennifer Knop motioned, and Jennifer Arroyo seconded to approve the meeting minutes from the May meeting. Minutes Approved.

Attendance:

Stephan Ladenburger: ES/MS Principal	Rosa Washington Lopez: MS Vice President
Trisha Koncanda: District Superintendent	Latoya Conners Gray: Secretary
Mike Jandes: School Board	Dana Gallup: Elementary
Aga Moaoch: School Board	Edie Buehring: Intermediate
Stacie Brown: President	Lauren Rollinger: Art Awareness
Elisabeth Reigle: Vice President - ES	Melisa Duitsman: Spiritwear
Tiffany Latter: Vice President - Lincoln	Katie Taylor: Communication
Jennifer Knop: Treasurer	Aimee Briggs: Communication
Jen Arroyo: Vice President IS	

Reports:

President's

Motion to approve the amended by laws. ***Motion made by Tiffany Latter. Motion seconded by Jen Knop.***

Amended and created chair committee notes and planning. Updates to follow.

PTO Committee Sign up went out today. Google doc is instrumental. Surprised the teachers with breakfast and lunch today. Super yummy and easy to work with Jersey Mikes.

Picture Day September 13th

Back to School Bash August 25th

Vice President's Report:

No VP Reports

Treasurer's Report:

2023/2024 Budget Submission

Budget increased by about \$10K.

Deltas - Cultural art changes, Hospitality bumped up, March Madness added, Mother daughter tea add, Mother Son event added, and Sweetheart dance bumped along with Zumba.

Grand total \$50, 500

Motion made to approve the budget made by Rosa and seconded by Jen Arroyo.

Motion passed.

Budget as of 7/31

Mundelein Comm. Checking Balance as of 7/31/23	4,991.09
Mundelein Comm. Savings Balance as of 7/31/23	73,115.70
Less: Committed Funds	75,209.15
Uncommitted Funds as of 7/31/23	<u>2,897.64</u>
Balance available for 2022/2023:	2,897.64

****In great shape.***

Principal's Report:

A huge thank you for the breakfast and lunch.

Lincoln meet and greeted him on the 18th. Practice bus rides that afternoon. Parent coffee on Sept 8.

- Curriculum night Sept 21st.
- K-5 and Middle School
- Curriculum nights next week.
- Sept 8th is the only early release – 2:08pm

Changing procedures for dropping things off and limiting the number of visitors and people coming into the office. Spot for each vestibule, student name and homeroom. Office staff will ensure the information gets to your child. Scanned and signed in procedures will remain the same. (Doing this in all 3 buildings.)

District and School Board Report:

Dr. Kocanda -Launched the strategic plan with the staff. On the trajectory for the next few years. Healthy, safe and connected culture.

Added Alice drills with the staff. Added bus drivers to safe scenarios. Bus safety at the upcoming farmer's market.

Wednesday early release launches.

Launch formal parent university with high interest topics. Start with Alice drills. Start at end of September. 2nd topic in October – social, emotional, health and wellness. Collaboration between district and PTO.

Returning board members and Mike Jandes and team re-elected.

Aga Moaocha attending first meeting here. Budget and renovation along with line items and proposed demographic study. Lots of investment in pay and compensation. Starting the year fully staffed with teachers. Still need paraprofessionals and bus drivers.

Teacher Reports:

ES: No report

IS: Eddie – huge thank you.

MS: No report

Committee Reports:

Art Awareness – Have started the streamlining of the art awareness projects. Projects will run from September through April.

Birthday Board – Will be via electric form.

Book Fairs – Nov 10-Nov 20th

Communications/Facebook – Board will be getting items by 7am, flyers can be made need a week's lead time.

Cultural Arts – For this year, PTO will not plan assemblies. The teachers will dictate what they want to bring in. PTO will still plan the budget.

Fundraising – Made \$320 with Kona ice. Made \$1680 for First day of School Kits.

Hospitality – Liz McNally will take over the chair and help.

Membership Toolkit – Going well.

Picture Day/Yearbook – Picture Day September 13th. Will we ship home next year? Children want to be able to sign. Additional fee for parents' ship to home.

Room Parents – Signup went out. Volunteer training at the Room parent meeting after the PTO mtg.

Special Days/8th Grade Dance – Melissa Duitsman reported invitation design completed. On May 22nd.

Field Days – No report

Spirit Wear – August 25th through September 8th. New yard signs and decals.

Old Business: none.

New Business: none.

Adjournment: 6:53 p.m. Motion made to adjourn meeting by Stacie, seconded by Jen A. Motion approved.

PTO minutes submitted by: Latoya R. Connors Gray, Secretary