

# PTO Meeting Minutes

August 14, 2024

Meeting called to order at 6:04 pm by Stacie Brown.

Elisabeth Reigle motioned and Rosa Lopez-Washington seconded, to approve the meeting minutes from the May meeting.

## **Attendance:**

Stacie Brown: President

Dana Gallup: ES Teacher Representative

Aimee Briggs: Vice President - ES

Edie Buehring: IS Teacher Representative

Elisabeth Reigle: Vice President – IS

Gina Ney: MS Teacher Representative

Rosa Lopez-Washington: Vice President – MS

Trisha Kocanda; Superintendent

Sha Ahmed: Treasurer

Emily Loerakker; MS principal

Jennifer Knop: Secretary

Aga Macoch: School Board

Katie Taylor-Couturiaux: Communications

Guests:

Latoya Connors Gray: Parent Liaison

Catherine Glidden

Keli McDermott

## **Reports:**

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

Stacie Brown reported. The Volunteer Appreciation Night at Barefoot Bay held in July in conjunction with MPRD and the District was a success. We will put this in the plans for next year as well.

New Staff Orientation went well. PTO members and families were on hand to welcome staff and teachers yesterday morning. School supply drop off went smoothly this morning, with good traffic at the PTO table.

Mundelein High School gym is confirmed for March 15 for the PTO March Madness event. The Mundelein High School Superintendent will attend next month's PTO meeting to touch on the upcoming referendum.

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

Lincoln & Middle School: No report.

Elementary School: Aimee Briggs reported. The kindergarten Kick Off event was really busy with a great turnout.

Intermediate School: Elisabeth Reigle reported. First Day School supply boxes were delivered, with only one potential issue. Made a little over \$1500 from 315 boxes.

## Treasurer's Report:

Sha Ahmed & Jen Knop reported.

Review of proposed 2024-2025 Budget. Increased Hospitality budget due to rising food costs, increased Audit/professional fees due to continued business expenses. Added line items for Back to School Bash as well as a potential IS Musical.

Elisabeth Reigle motioned to approve the budget proposal with the discussed increase for Hospitality, Aimee Briggs seconded. All in favor. Motion passed.

August report - starting the school year in good shape with a few banking issues. Goal is to digitize as many forms and payments as possible to streamline operations.

<b>Mundelein Comm. Checking Balance as of 7/31/24</b>	6,513.18
<b>Mundelein Comm. Savings Balance as of 7/31/24</b>	63,752.07
<b>Less: Committed Funds</b>	69552.71
<b>Uncommitted Funds as of 7/31/24</b>	712.54
<b>Balance available for 2024/2025:</b>	712.54

**Parent Liaison** - Latoya Connors Gray reported. Excited about the new role. Goal is to create a welcoming space to grow the membership but also to ensure everyone has a voice.

**Communications** - Katie Taylor-Couturiaux reported. New role is meant to amplify the communications experience in multiple mediums for everyone. The PTO opportunities seem overwhelming as a whole for new families, but breaking them down into bite size pieces is helpful. This builds the bonds to the community and the school. As a reminder, remember to use the google form to request flyer creation help.

## Principal's Report:

So thankful for the greeting yesterday morning. It was so welcoming. Thankful for Tuesday's lunch as well. Kindergarten Kick off was really enjoyable. MAP testing will be held September 5-6 for K-8 students.

ES - New ES principal Beth Carmody, enjoyed reading during story time at the Mundelein farmer's market. The courtyard looks amazing, and everyone should check out the revamped space. Curriculum night will be Tuesday, August 20.

IS - Curriculum night will be Thursday, August 29.

MS - Curriculum night will be Thursday, August 22. There will be informational meetings prior to the session for the seventh and eighth grade optional trips. Eighth grade graduation is scheduled for Wednesday, May 28th. Would like to see the dance be held on the prior Wednesday. This allows more time for parents to set up the decorations due to early release.

Lincoln - Meet & Greet will be Thursday, August 15. There are two sessions. First day of classes for Lincoln will be August 19.

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

**Trisha Kocanda reported.** Thank you for all of your support at the start of the year. Teachers love the new t-shirts as well. Opening day for teachers and staff had a “Better Together” and Olympics theme. Their time was spent on staff meetings, team building, and safety and security training/meetings.

Looking forward to Friday’s Back to School Bash - all four Principals will be attending and taking turns at the Popsicles with the Principal table.

Pleased to report that for the second year in a row we are fully staffed in all licensed staff positions. This is due in part to the positive culture at Fremont, recruiting, and retention.

Tomorrow we will be executing the bus rerouting plan. The Transportation team has been as accessible as possible as this rolls out and during the planning process. New routes have been sent to community partners as well to aid in visibility for the traffic. Late busses have been reinstated this year with some revisions. Larger neighborhoods like Liberty lakes and Lakewood Grove will have their own late busses; while other routes should have room for middle schoolers to ride home on them.

“Away for the Day” is a new policy commitment to limit distractions and deter cell phone usage during the school day. There is a large amount of research highlighting spikes in isolation and anxiety due to phones and technology.

Parent University will be starting back up on September 24 with a returning speaker talking about Growing a Resilient Mind. Soup with the Supt will also be returning in September with the new Elementary School Principal being the first guest. There is a school board meeting on Monday night, August 19. This meeting will include a budget review and an overview of the communication plan for the year.

**Aga Macoch reported.** School Board started up after a short summer break with a Finances & Facilities meeting on August 5. There was a budget review as well as updates on the 2025 capital projects and long range planning.

## **Teacher Reports:**

IS: Edie Buehring reported. Thanks for making it a fun way to come back to school.

ES: Dana Gallup reported. Thanks for the lunch and welcome. Excited for a good school year.

MS: Gina Ney reported. Thanks for the lunch and welcome. Excited for a good school year. Fun seeing the kids at the PTO welcome too.

## **Committee Reports:**

**Art Awareness** – No report.

**Birthday Board** – Christie Johnson reported via email. Nothing has changed from last year -- all the same procedures. Google form available as well as a paper form.

**Book Fairs** – Stacie Brown reported. ES/IS Fall Book Fair dates are November 15-23. There will be a Reading Rally on November 15. MS Fall Book Fair dates are similar running November 18-23.

**Communications/Facebook** – Aimee Brigg reported. Mum information forthcoming. Yearbooks will ship to home for everyone again. Monica Trent will help with Middle School for the Yearbook. Will need to check the deadlines so that students can get yearbooks before the end of the year.

**Fundraising** – Rosa Lopez Washington reported. First No-Cook Night fundraiser will be at Panera. Participating restaurants have been scheduled for most of the school year. September will be Chipotle. Mums fundraiser will be coming up shortly. Charleston Wrap will be online-only and run October 1-November 1.

**Hospitality** – Elisabeth Reigle reported. Teacher luncheon on Tuesday was kept simple with box lunches from McAllister's Deli.

**Membership Toolkit** – Latoya Connors Gray reported. Parents are involved and it is going well. Main issue was changes on the MT side were rolled out after she had completed training; what had been a one-step process became a three-step process. A new google form has been created to help minimize Christie Johnson's role. Once the form is ready, we will promote it. While we are looking at other vendors, there are some interesting data analytics included with Membership Toolkit.

**Picture Day/Yearbook** – Monica Trent reported via email. Meeting with TreeRing on 8/22/24 to set everything up for the year. We are also looking for editors for the IS book. Sept 11 is picture day. Graduation and retakes have also been set.

**Room Parents** - Stacie Brown reported. Signup went up today. Next month will have the room parent meeting after the September PTO meeting. New google form format for this year to make the process easier and to provide more information on each item.

**Special Days/8<sup>th</sup> Grade Dance** – no report.

**Field Days** – no report

**Spirit Wear** - Stacie Brown reported. First Spirit Wear sale starts next Friday, August 23 and runs until September 6. There will be a limited number of items available at the Back to School Bash on Friday. Considering a size swap table or something to share class party supplies or outgrown Spirit Wear. That will need a chair and someone to organize.

**Old Business:** none.

**New Business:** Funding Request:

1. \$2,200 requested by Laura McCarthy for Scholastic News. These magazines are useful during Reading Workshop, Social Studies, and Science. They help support many curriculum areas. There is a wonderful digital component as well. This would benefit 11 1st grade classrooms and 2 MAP classrooms. Motion made to approve by Aimee Briggs, seconded by Rosa Lopez Washington. Request approved.

**Adjournment:** 6:49 p.m. Motion made to adjourn meeting by Latoya Connors Gray, seconded by Elisabeth Reigle.

PTO minutes submitted by: Jen Knop