

PTO Meeting Minutes

May 13, 2025

Off-site meeting at Hawthorn Woods Country Club.

Meeting called to order at 6:19 pm by Stacie Brown.

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

Attendance

Stacie Brown: President	Amber Rychlik: IS Teacher Representative
Elisabeth Reigle: Vice President - IS	Nick Brilowski; District Representative
Rosa Lopez-Washington: Vice President - MS	Beth Carmody; ES Principal
Latoya Conners Gray: Parent Liaison	Suha Dimon: Art Awareness Co-Chair
Jennifer Knop: Secretary & Interim Treasurer	Heather McNelis: Yearbook
Dana Gallup: ES Teacher Representative	Danielle Coughlin: Incoming Treasurer
Laura McCarthy: ES Teacher Representative	Rosa Schotke: Laminating Chair
Edie Buehring: IS Teacher Representative	

Reports:

President's Report:

Stacie Brown reported. Teacher Appreciation Week was fantastic, with the exception of the Middle School snafu. There will be extra treats delivered for them on Friday. Working on setting dates for the Fourth Night events next year, updating committee roles, as needed. We are lucky to have so many committee chairs returning next year! We would like to recognize two of our active and long-time PTO members that are retiring this year: Edie Buehring and Laura McCarthy. Thank you for your years of service and dedication to the PTO! We would also like to take a moment to recognize the Excellence in Volunteering Award (EVA) winner this year - Rosa Schotke. Thank you for being a steadfast event volunteer as well as handling the laminating needs for the last 10 years!

Vice Presidents' Reports:

Lincoln School: Yoon Chung reported. Met with Lincoln principal, Katie O'Brien to discuss ways to increase PTO and parent involvement at Lincoln next year.

Elementary School: No report.

Intermediate School: No report.

Middle School: No report.

Treasurer's Report: Jen Knop reported. Overall, the PTO is in good shape. I will be calling to make an appointment for June to close the Republic Bank Accounts.

Mundelein Comm. Checking Balance as of 4/30/25	26,633.03
Mundelein Comm. Savings Balance as of 4/30/25	36,090.03
Republic Bank Checking Balance as of 4/30/25	19,341.92
Republic Bank Money Market Balance as of 4/30/25	14,854.42
Less: Committed Funds	45,065.91
Uncommitted Funds as of 4/30/25	51,853.88
Balance available for 2024/2025:	51,853.88

Parent Liaison - Latoya Conners Gray reported. This is the last year for her in this role. She is working on creating an email for the next person to use. Transition Night was a great event with 54 people joining in the Zoom call. Thank you to Rosa and Katie for leading rooms about the transitions. Next year, we should add a FAQ document as well as a one-pager with key dates for each set of transitions.

Communications - No report.

Principal's Report: Beth Carmody reported. Thank you for the wonderful Teacher Appreciation Week - the decorations really made the week feel festive! Having the students bring in notes was awesome. We are gearing up for Field Days, they should be an exciting way to end the school year! Kindergarten Registration Night is coming up. It is later this year, as there are more paperwork requirements. There will be time for tours, the Cub Scouts will be there helping, Fremont Library and Mundelein Park District will also have tables there, alongside the PTO table.

District and School Board Report: Nick Brilowski reported. Thank you for Teacher Appreciation Week! On behalf of the district there are plants for the PTO Board as a thank you for your efforts this year.

Ivanhoe Village update - Village of Mundelein meeting we showed up in force with public comments. Unfortunately the Village did approve the Impact Fees despite the inaccuracies we have already found in the data we received April 14. Dr. Kocanda is trying to reach out and work with the new Mayor. She has been invited to tour the schools. There will be a full update in tomorrow's Fremont Focus.

The Board meeting on Monday will feature kindergarten students reciting the Pledge of Allegiance. We will also recognize the students that participated in the new podcast Fremont Leads, alongside Mrs. Mjeon, the teacher lead for this initiative. The Board will vote to approve a new cleaning contract. Next year's Board meetings will be moved to the Intermediate School cafeteria as we have outgrown using the MS Den as a meeting space. Other upcoming activities of note - residents from Grand Dominion will be visiting the Elementary School to

read to second graders on Friday. May 29 will be Career Day for seventh graders, if there is anyone that would like to come in and speak, we are still taking volunteers. The last day of school for K-7 students will be a special event release time, in keeping with tradition. Middle School will end at 1:13 and K-5 will end at 2:08.

Teacher Reports:

IS: Edie Buehring reported. Thank you for Teacher Appreciation Week! The Friends theme was amazing.

ES: Dana Gallup reported. Thank you for Teacher Appreciation Week! Also want to say thank you for hosting the Book Fair. The students loved being able to shop, and we appreciate the vouchers that teachers were given.

Committee Reports:

Art Awareness – Suha Dimon reported. Thank you for the new locker! We plan to inventory all the supplies in both schools over the summer.

Birthday Board – Christie Johnson reported via email. Everything is good.

Book Fairs – Stacie Brown reported. This year the K-5 Book Fair opted to receive all Scholastic Dollars for payment to be able to use for the Book Bins/Bundles Funding Request. The Fall Dates for K-5 will be November 14-24, 2025.

Fundraising – Rosa Lopez-Washington reported. Wrapping up all the Dine-in nights. California Pizza Kitchen is tomorrow. Culver's will be May 29. We will need 2-3 volunteers from 5-8 pm to run food to tables and cars. Next year, we will look into adding Do Good popcorn to the rotation again.

Hospitality – Stacie Brown reported. Teacher Appreciation Week was a success!

Membership Toolkit – Latoya Conners Gray reported. We are all set for next year with new committee members to take over this role. There is a brief shutdown July 31-August 1 every year. Next year, we should look into ways to boost membership/toolkit usage by potentially offering contests or other ways to motivate updating information.

Room Parents - No report.

Special Days/8th Grade Dance – Liz McNelly reported via email. Dance is coming along. All vendors are secured and decor has been purchased.

Field Days – Latoya Conners Gray reported. Planning is going well. Volunteer spots filled very fast. Added a few more spots to allow for more parent participation. Working on securing popsicles with Jewel. Parents will need to send a change of clothes for students again as there will be several stations with water.

Spirit Wear - Stacie Brown reported. We will have a table at Kindergarten Registration Night. Elisabeth and Melissa will be there to sell shirts that were ordered specifically in smaller sizes for this event since it is later this year.

Old Business: none.

New Business:

A. Funding requests

1. \$2,000 requested by Laura McCarthy for Scholastic News Magazine. These magazines are useful during reading workshop, social studies and science. They help support many curriculum areas. A wonderful digital component is included as well. This will benefit eight 1st grade classrooms and two MAP classrooms. Motion to approve made by Rosa Lopez-Washington. Seconded by Elisabeth Reigle. Motion passed.
2. \$2,000 requested by Lisa Bonner for Scholastic News Magazine. These magazines are wonderful to tie in reading, science and social studies. They support our curriculum. There is also a great digital component. This will benefit nine 2nd grade classrooms. Motion to approve made by Elisabeth Reigle. Seconded by Rosa Lopez-Washington. Motion passed.
3. \$1,275 requested by Alana Davidov for ESY summer school. The funds will be used for in-house field trips, Friday fun days and some student materials. In house field trips will be Animal Quest, the Fremont Public Library and Zumba. We will also have themed Fridays with an ice cream treat. Motion to approve made by Rosa Lopez-Washington. Seconded by Elisabeth Reigle. Motion passed.

Adjournment: 7:00 p.m. Motion made to adjourn meeting by Elisabeth Reigle, seconded by Rosa Lopez-Washington.

PTO minutes submitted by: Jen Knop