

PTO Meeting Minutes

October 15, 2025

Meeting called to order at 6:05 pm by Catherin Glidden.

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

Attendance

Catherine Glidden: President

Elisabeth Reigle: Vice President - IS Yoon

Chung: Vice President - Preschool Rosa

Lopez-Washington: Vice President - MS

Danielle Coughlin: Treasurer

Jennifer Knop: Secretary

Lindsey Maslov: IS Teacher Representative

Amanda Monico: MS Teacher Representative Courtney Billittier

Abby Staroszczyk: ES Teacher Representative

Reports:

Trisha Kocanda: Superintendent Stefan

Ladenburger: IS Principal Aga Macoch: School

Board Suha Dimon: Art Awareness Chair

Caitlin Kramer: Special Events Guests:

Greg Wideman

Victoria Lopotouco

President's Report: Catherine Glidden reported. Spirit wear will be delivered by October 23. The laminating committee was trained last week and will be alternating weeks moving forward. Summer Boost pop-up shops for the Elementary School and Intermediate School took place last Friday. Middle School is planned for this Friday. Students that participated will get to pick out their prizes. The new PTO-only communication rolled out last week. School pictures have all been delivered. Retakes will be held on October 23. The link to register for re-takes went out Friday and in today's PTO email. Non-teacher favorite things forms went out last week.

Vice Presidents' Reports:

Lincoln School: Yoon Chung reported. Getting ready for Halloween parties and still looking for a few room parents.

Elementary School: Katie Taylor-Couturiaux reported via email. Working on details for the Reading Rally, but need more guidance on event planning. All party hosts have been assigned for class Halloween Parties, with links to the volunteer form sent out. All room parents have also been notified.

Intermediate School: Elisabeth Reigle reported. Looking forward to the Halloween parties. Every class has at least one party host! Fundraising updates listed below.

Middle School: No report.

Treasurer's Report: Danielle Coughlin reported. Party checks have been dropped at the Elementary and Intermediate Schools. Checks for Lincoln will be dropped tomorrow.

Mundelein Comm. Checking Balance as of 9/30/25	28,210.76
Mundelein Comm. Savings Balance as of 9/30/25	48,110.06
Republic Bank Checking Balance as of 8/31/25	0
Republic Bank Money Market Balance as of 9/30/25	0
Less: Committed Funds	71,072.40
Uncommitted Funds as of 9/30/25	5,248.42

Balance available for 2025/2026: 5,3248.42

Principal's Report: Stefan Ladenburger reported. Picture retakes are coming up. Excited for the Trunk or Treat event. All schools had fire drills last week.

Lincoln: Thank you for the parent involvement event last week at the Farm. No school for Lincoln on Friday, October 24.

Elementary School: Thank you for watching the volunteer slide show. 122 responses already!

Intermediate School: We will be sending out a volunteer survey to parents to gather information on ways they can volunteer at the school.

Middle School: We are preparing for the Veteran's Day assembly. There is a Spirit Week coming up, and while costumes are allowed for Halloween, there are limitations.

District and School Board Report:

Aga Macoch reported. We had a meeting on September 22 where we recognized the District's Technology Department. There was a presentation on student growth and achievement. Our IAR results were 10 points higher in math and 16 points higher for ELA last year. The Board approved the issue and sale of school fire & safety bonds. There will be a Finance and Facilities meeting on October 6. There was also a presentation on district advanced programming gains. Summer 2026 plans will focus on the Middle School cafeteria and STEM addition, as well as the security vestibules in all three schools. The cafeteria will be usable by the beginning of the school year. STEM area should be available closer to mid-year. The next meeting is October 20 at 7:00 pm.

Trisha Kocanda reported. Survey data has been reviewed and the consensus is that next year's calendar will be similar to this year. This is expected to be approved at the November board meeting. Lincoln will have a different schedule than the other buildings, as District 75 will be aligning with the Mundelein High School calendar.

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Teacher Reports:

IS: Lindsey Maslov reported. Prizes for the Summer Boost program were loved by the participants. Teachers are excited about Trunk or Treat. The paper Picture Retake forms were helpful. We all love the new Spirit Wear!!

MS: Amanda Monico reported. Sixth grade just got back from Camp MacLean. Teachers liked the PTO update email being separate. For our dine-in nights, several teachers commented that in other districts they have staff serve - would like to find ways to invite staff to participate in these types of dine and shares at Culver's or McDonald's.

ES: Abby Staroszczyk reported. We are thrilled with our new Spirit Wear. Summer Boost Pop-up shops were a huge hit. We had more students asking about Summer Boost than in previous years. To keep the momentum, maybe next spring, we could do a little promo to get the kids excited for next summer's program.

Committee Reports:

Art Awareness – Suha Dimon reported. People are signed up and they are getting projects done. Need to do an order for supplies for both closets. Need a sign on the cabinet in the Intermediate School so people know to look in there for the paper. There is a library that we've been building online with project ideas; new ideas are being added all the time.

Birthday Board – no report.

Book Fairs – Stacie Brown reported. The Fall Dates for the K-5 Book Fair will be November 14-24, 2025. This will include the Friday of the Reading Rally and the Monday of Parent/Teacher Conferences.

Communications - Aimee Briggs reported via email. Thanks to everyone who has helped make the transition to our new PTO Updates format so smooth. The PTO newsletter will be emailed out on the first and third Wednesdays of each month, and will also be linked in the principals emails every week. If you have any questions, concerns or suggestions, please don't hesitate to reach out to me.

Fundraising – Rosa Lopez-Washington reported. We need volunteers for Culver's, on October 22 from 5-8 to be runners for the orders. Last year it was all PTO members; would love to have a few teachers this year as well. In September the Dine In night was at Panera and raised about \$180. There were a lot of items sold out; so that may be why our total was lower than normal.

The Charlestown Wrap fundraiser ends on November 3. Flyers have been sent home, with the sale being held online only. So far, we have only about a 7% participation rate. Looking ahead to 2026 for fundraising, we'll kick off with a Wolves game on January 17; and then we'll also try a Windy City Bulls game in March - on either the 8th or 14th. The date is still to be finalized.

Elisabeth Reigle reported. The Mum sale last month raised more than \$900. Trunk or Treat will be held on Saturday. The Happy Little Flame candle sale runs now until November 5. Samples of the scents will be in the Intermediate School lobby starting tomorrow.

Hospitality – no report.

Membership Toolkit - Catherine Glidden reported. Things had been fairly quiet, but did receive a handful of memberships today.

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Picture Day and Yearbook - Monica Trent reported via email. The 10% discount on yearbook orders ends on 10/31/25. There was an issue with TreeRing's system, which has not been fixed, TreeRing will cover the cost of shipping home instead of to school, and per Catherine, we will be emailing parents to have them enter mailing addresses, as needed.

I also sent an email earlier this week to everyone who volunteered for the yearbook committee requesting pictures from the Back to School Bash and the upcoming Trunk or Treat.

Room Parents - No report.

Special Events – Courtney Billitier reported. Next Wednesday is the next Parent University night. The topic will be about responding to emotional escalations. This information was included in the PTO email, and babysitting will be available.

Field Days – No report.

Spirit Wear - no report.

Old Business: none.

New Business:

Funding Requests:

1. \$200 requested by Laura Selzer to go toward the start up of two pollination gardens- one at MS,

one at IS. The newly formed Earth Club will use the funds to buy soil, seed, wood stakes, bird houses, and wood for bee houses that the students will make. Motion made to approve by Elisabeth Reigle, seconded by Rosa Lopez-Washington. Request approved.

2. \$288.28 requested by Kathy Salerno and Jacki Mjoen for the yearbook club to buy a Nikon AF-S DX NIKKOR SS-300mm f/4.5-5.6G ED vibration reduction zoom lens with auto focus for the club's Nikon DSLR cameras. Motion made to approve by Yoon Chung, seconded by Danielle Coughlin. Request approved.

Adjournment: 6:50 p.m. Motion made to adjourn meeting by Rosa Lopez-Washington, seconded by Danielle Coughlin.

PTO minutes submitted by: Jen Knop