



Home & School Meeting, November 18, 2025
Multipurpose Room at Prairie, 9 a.m.

Attendance:

A. CALL TO ORDER

a. 9:03

B. WELCOME

C. Special Guest: Ms. Leslie Swain, D203 Support Analyst

a. Presentation

- i. [Lightspeed Presentation](#)
- b. Parent inquiries about opportunity to schedule through Lightspeed which is currently not an offered feature
- c. Reminder of option to use home internet to pause internet with features not always available through Lightspeed
- d. Concerns about google slides being used as communication and Lightspeed may not be able to monitor. If concerns, let school administrators know
- e. Reminder that administration is notified with "gaggle reports" for an extra layer of safety 24/7/365.

D. APPROVAL OF MINUTES

a. [DRAFT of H&S Meeting Minutes 10/7/2025](#)

- i. W.W.
- ii. C.T.

E. PRESIDENT REPORT

a. Thank Yous

- i. 5th Grade Special Projects: Erica Bennett, Kathleen Sather, & Whitney White
- ii. Art Awareness: Laura DeFalco, Michaela Kent & Volunteers
- iii. Coventures: Amy Heitzman & Joy Kleinhans
- iv. Family Connections: Kasey Gilliam
- v. Marquee: Leigh Sims & Shari Landeweer
- vi. Room Parties: Mackenzie Henry, Katie Smreczak & Volunteers
- vii. Social Media: Donna Heine
- viii. Staff Appreciation - Food: Courtney Celani, Mora Escarra & Volunteers
- ix. Staff Appreciation - Gifts: Christine Cox, Laura Gniadek & Volunteers
- x. Staff Gift Cards: Christal Bagel, Audrey Pollard & Molly Simnick
- xi. Veterans Day Reception Food & Set Up Volunteers
- xii. Vision & Hearing Screening Volunteers: Yasmin Alkhalil, Karin Barden, Alyssa Connolly, Michaela Kent, Alicia Klabunde & Preeti Singh

- xiii. Yearbook: Carolyn Buckingham, Lisa Crisup, Allison Kellogg & Volunteers
- b. General H&S Board Updates
 - i. Crosstown Classic
 - 1. Jefferson Junior High School
 - 2. New Date: Saturday, April 25th
 - 3. Preordered shirts delivered to school this month
 - 4. Updated registration will be needed
 - ii. [Gift Mart](#)
 - 1. Purchase toys via the wishlists for direct shipping to Compass
 - 2. Purchase \$25+ toys and drop off at Prairie in collection boxes on or before December 1st
 - 3. Wrapping paper, tape, and bows also needed
- c. Prairie H&S Updates
 - i. Staff Gift Cards
 - 1. Open from 11/17-12/1
 - a. [gift card link](#)
 - ii. Prairie Pavers
 - 1. Orders open 12/1
- d. Upcoming H&S-Sponsored Events
 - i. SFCP Multicultural Event, 11/19, 6-7:30PM
 - 1. [RSVP](#)
 - ii. Coventures
 - 1. [Regal Movie Ticket Bundles](#), now through 11/30
 - 2. Portillo's - 12/1
 - iii. Jingle Bell Junction, 12/6, 9AM-12PM
 - 1. [Volunteer Sign Up](#)
- e. Next H&S meeting: Tuesday, 12/9, 9AM
 - i. Mrs. Amy Mitchell, Math Specialist at Prairie
- f. Contact the board with any questions or suggestions:
 - i. Tia Claffy, prairiehs@gmail.com
Melissa Fox, prairiecopresident@gmail.com
 - ii. Carolyn Buckingham, prairieschoolvp@gmail.com
 - iii. Alicia Klabunde, prairiesecretary@gmail.com
 - iv. Nicole Anderson, prairietreas@gmail.com

F. VICE PRESIDENT REPORT

- a. Who wants to join the H&S Exec Board?
 - i. Open Positions for Next Year
 - 1. Co-President
 - 2. Vice President
 - 3. Treasurer

G. TREASURER REPORT

- a. Account Balances
 - i. Savings - \$7,574.80
 - ii. Checking - Bank - \$58,500.39; Book - \$57,685.44
- b. Monthly Reports - [October](#)

- c. Reclass of sponsorships
- d. [2025-2026 Budget](#)
 - i. Approval
 - 1. M.H
 - 2. C.T.
- e. Forms
 - i. Deposit form is available in the Prairie office - cash needs 2 signatures
 - ii. Check Request Forms
 - 1. [Printable form](#)
 - 2. [Google form](#)
- f. All deposits need to go through Prairie office with 4-part deposit form
- g. Cannot reimburse tax - [Tax exemption certificate](#) (NEW!)

H. SECRETARY REPORT

- a. Correspondence
 - i. Staff
 - 1. [Staff Favorite Things](#)
 - 2. H&S Meeting RSVP continues to expedite name badge printing
 - ii. Thank-yous
- b. Attendance raffle - Blackberry Market Gift Card
 - i. Nicole Schulz

I. PRINCIPAL REPORT

- a. [Thank You](#)
 - i. Thank you for our wonderful fall parties. Students had a wonderful time and we are thankful for our volunteers for organizing such a fun afternoon for our Prairie Dogs. Looking at opportunities to improve for next year.
 - ii. Thank you to Mrs. Peters, Ms. Oliver, Ms. Olsen and our student council members for planning such a wonderful Veterans Day program for our students, staff and families.
 - iii. Report cards are now accessible online.
- b. [Lunch and Play](#)
 - i. Lunch and Play has returned for the 25-26 school year. Lunch and Play is a time for a parent/guardian to join his or her student during lunch as well as to assist students during recess by providing additional supervision as well as potentially leading organized play with groups of students. The program will run on Tuesdays, Wednesdays and Thursdays. Slots are still available.
- c. [State Designation](#)
 - i. Beginning in 2018, each Illinois school began receiving a Summative Designation, a measure of progress in academic performance and student success. The designation is based on the formula the state has created and is based on proficiency, growth, attendance data, as well as participation in the 5 Essentials survey. The state assigns a percentage to each of these areas. Our summative rating for the 24-25 school year is "Exemplary."
 - ii. Key criteria for an exemplary school

1. Top 10% performance: The school ranks in the top 10% of all schools statewide based on a weighted index score.
2. No underperforming student groups: All student demographic groups must meet performance standards
3. High graduation rate: The graduation rate must be greater than 67%.
4. Strong academic indicators: The school shows high growth and proficiency in reading, math, and science.
5. Low chronic absenteeism: The school has a low rate of chronic absenteeism

d. Health Office Reminders

- i. All absences, including extended vacations, are to be communicated to the health office. We are continuing to have issues with the health office not being made aware of student absences. While it is fine to share this with the classroom teacher, do not forget to include the health office on any such communications.

e. Traffic Flow - Have reached out to SRO to discuss opportunities for improvement

J. TEACHER REPRESENTATIVE REPORT

- a. Mrs. Callaghan - Have a wonderful Thanksgiving break and we are SO thankful for all Home and School does.

K. COMMITTEE REPORTS

a. Verbal

- i. JBJ Coloring sheet went out to win Jingle Bell Bucks as well as flyers with web link allowing early viewing. Prepaid vouchers once again available and change can be given. Envelopes will be going out. New this year, zelle will be available. We have a great line up of vendors which will be set up in the LC. Also, new this year, Little Red Doughnut truck will be selling doughnuts out at the front entrance.
- ii. Yearbook - requesting 5th grade pictures from kindergarten year due by 12/12. All committee members need to upload pictures from their phones. Also, if parents not on the committee take pictures, please feel free to forward to yearbookprairie@gmail.com
- iii. Social media - inquiring on ways to take pictures of kids and events to place on social media while respecting media denial limitations.
- iv. Book Fair - \$2219 check received. Change this year with 50/50 split in how funds are received between book credit and check.
- v. Sponsorship - reminder push for adult social recognition. Have almost met previous year sponsorship levels but will be reaching out to those who have not circled back.
- vi. Adult Social - live auction was effective last year. The committee is considering doing grade level basket auctions this year. The highest bid will get a popsicle party for that grade. The committee is requesting ideas for grade level baskets. Adult Social will be held Feb 20, 2026 at Cress Creek Country Club. Early bird tickets coming December 2nd. Casino night theme.

b. Written reports attached.

L. NEW BUSINESS

M. UPCOMING EVENTS

Wednesday, November 19: SFCP Multicultural Event, 6-7:30PM, MPR
Wednesday, November 19: Educational Support Personnel Day
Wednesday, November 26 - Friday, November 28: No School - Thanksgiving Break
Monday, December 1: Prairie Paver Orders Open
Monday, December 1: Staff Holiday Gift Card Program Deadline
Monday, December 1: Dine Out at Portillo's for Prairie's Family Connections
Saturday, December 6: Jingle Bell Junction, 9AM - 12PM
Tuesday, December 9: Home & School Meeting, 9AM
Friday, December 19: Winter Parties, 1:30PM
Monday, December 22-Monday, January 5: Winter Break, NO SCHOOL

Meeting Adjourned: 9:47 am

W.W

D.H.

H&S Committee Reports

Month: November 2025

The SFCP is excited to host our first Multicultural Night on November 19. We are in need of some more volunteers to work as greeters (if they could arrive at 5:45) and stay as long or as little as they can. We could definitely use some more hands to help the event run smoothly in the areas of clean up and helping with crowd control for the henna station.