PTO Board Meeting Minutes February 14, 2017 – 12:00pm

Sprague Library

1. Call to Order and Attendance

Tania Surane

Agnes Beatty

Gayathri Kalyanaraman

Manoella Alves

Anita Spohnholtz

Alison Hanes

Hazel Weaver

Rilina Ghosh

Pavithra Sankaralingam

Tiffany Etzel

Cristina Lopez

Julie Freeman

Christy Adler

Sherri Liang-Zhon

Erinn Vincent

Katie Snowden

Katie Reynolds

Scott Warren

Anne Van Gerven

Lauren Dardick

Heather Vasilenko

Ella Shlyak

Sandy Switzer

Ana Soonthornsima

Shalini Kondreddy

1. Approval of Minutes from January 2017 Meeting
   1. Motion to Approve: Tania
   2. Second: Rilina
2. Administrative Reports
   1. Scott Warren-Superintendent

**1.     Calendar for 2017-2018**

The Board had a discussion at the COW meeting regarding the appropriate way to recognize the diversity of our community within the school calendar, and balancing that against the educational needs of our students. With the changing demographics and diversity of District 103 and the desire of the District to not appear to be endorsing any religion, starting with the 2017-2018 school year, the District will be in session on Rosh Hashanah, Yom Kippur and Good Friday if they do not fall during a scheduled break. A detailed explanation will be sent in an e-notice today.

**2.     Construction at Sprague and Half Day**

The construction projects at Sprague and Half Day schools are underway! Weekly updates are being provided on the progress for each school. Thank you for your patience as we ensure pickup and drop off at SP and HD are a bit more congested. I encourage you to have your children ride the bus or carpool as much as possible.

**3.     SACEE Applications Due this Friday**

If you are interested in being considered for the Superintendent’s Advisory Council for Equitable Education, please complete the application by this Friday.

* 1. Katie Reynolds – Assistant Superintendent for Curriculum & Instruction
* During the month of February the Math, Science, Social Studies, ELA and Technology building curriculum committees meet to discuss the advancements the teachers in their school have made towards committee and district goals. This month, as always, the meetings were informative and the strides made by the teachers are impressive.
* As required by ISBE, the new Illinois Social Studies Standards will be implemented during the 2017-2018 school year. As you are aware the grade 6-8 social studies teachers have been working with the other consortium districts to unpack, pace and design units for these new standards. We also began these same tasks with our K-5 grade teachers last summer. Most recently we have begun to review resources that align to the new content standards and the Inquiry Standards: Developing Questions and Planning Inquiries, Evaluating Sources and Evidence, Communicating Conclusions and Taking Informed Action. At the last consortium articulation day our Daniel Wright Social Studies teachers made a presentation on their take-aways from the National Social Studies Conference they attended in December. The presentation was extremely well received. During the summer, teachers will continue to align units and resources to these new standards.
* On Friday, February 10, 2017, I attended a Cultural Competency workshop with Michelle Blackley, three district social workers, two psychologists and one Sprague teacher. The event was held at the College of Lake County and was facilitated by two CLC professors. The objective of the workshop to gain a better understanding and appreciation of diverse cultures while becoming an accomplished ambassador for cultural competency. The training focused on exploring the different facets of culture and identity in order to increase awareness and understanding of diverse student populations and in turn aid in strengthening relationships between school counselors, social workers, teachers and the students they serve.
* ACCESS testing for our English language learners was completed this week. We continue to monitor the language growth of our students and provide them with opportunities to explore the English language while gaining imperative content knowledge. An extended learning opportunity will be provided through EL summer school, June 13- July 7, 2017 (no school on July 3-4).  Summer School enrollment forms were sent home with all EL students in grades K-7.
* Thank you to the PTO Parent Education Committee for bringing author Devorah Heitner to our parent community on January 26, 2017, at the Vernon Area Library. The presentation was engaging, informative, and well attended by many D103 parents!
  1. Dr. Adler – Principal, Sprague School
* Second Grade Game Night was excellent. Thank you to all.
* Thank you for the lunches for the teachers.
* Read Aloud Week is happening. A competition in the library, for the Teddy Bear is taking place as part of the week event.
* Arts have been an exciting activity.
* February is a crazy month. Families are coming to see classrooms.
* The school is inviting parents to read in foreign language aloud to the kids. In the school every kid is at least bilingual.
  1. Anne Van Gerven - School Board Member
* School Calendar – At the last board meeting the board reviewed the school calendar for 2017-2018 and how to be fair and consistent in using non-attendance days.   A revised calendar will be presented to the Board for approval at the February 21 Board meeting.   More details will be coming in a district communication this week.
* Enrollment projections – The Board reviewed the 5-year projections that were developed by Decision Insite – Enrollment Impact Specialists.  Overall our enrollment is projected to increase and hit 1800 in the next few years.  The impact varies by class as we have some grades that are substantially larger than others.
* Staffing for 2017-2018 – At the February COW last week the board reviewed a draft of a staffing plan for next year that adds staff and some administration to handle the 5th grade move as well as increased enrollment projections and a revised schedule at DW which would get teaming back for 7th and 8th grades.  Further discussion on this topic will occur as it impacts the overall budget.
* State Budget – State of Illinois budget discussions continue which may have a significant impact of our district finances if a proposed 2-year property tax freeze occurs.  Administration has been in contact with our local representatives to inform them of the impact.  Board and administration have discussed this situation and will continue to evaluate options if this ends up passing.
* Board Goals are actively being worked on.  A couple specific highlights:
  + The Board will be looking to reconvene the Vision 2020 committee to take a look at our progress to date.  More communication to come.
  + Three committees will be formed around the topics of: 5th grade move, transportation and the start/end time changes.  Committees will be comprised of board members, administrators, teachers and parents with i.  The purposes is to meet three times  and gather input and feedback as it relates to  these programs/changes and then monitor the progress.  Committees will have open meetings so that the public may attend and engage in the dialogue to encourage increased community participation.

1. Recording Secretary
   1. Correspondence and Announcements
      * Request all reports be email prior to the meeting.
   2. Attendance Sheet
   3. School Board Meeting sign-up
2. **Events and Programs**:
   1. **School VPs**: Current and Past Events: SP Game Night, SP Author Visit, SP World Read Aloud, SP Kids Day Out, HD Indoor Recess, HD 3rd Gr Worlds Fair, DW 5th Gr Art Cart, DW 6th grade Social Dance, DW 5th Gr Colonial Days
      * **SP Game Night** – Second Game Night will be bigger next year. Will have simple games that are also educational. Trying to reduce the time to less than 15 mins. per game.
      * **SP Kids Day Out** – On March 2nd and event at Blast Zone in Vernon Hills is organized. Please sign in the PTO webstore.
      * **Jeff Mack, Author & Illustrator, Coming to Sprague** - The School is excited to welcome author and illustrator Jeff Mack on Monday, March 20th.
      * **Cocoa for a Cause fundraiser** - Wright Way Club is conducting a Cocoa for a Cause fundraiser, on February 17th, during all lunch periods; hot chocolate will be sold for $1 as well as super fun toppings for an additional .25, per item, including marshmallows, sprinkles and whipped cream. All proceeds will be donated to WE charity (formerly known as Free The Children). Only cash will be accepted! See you Friday the 17th, during lunch!
      * **Skating Event** - On Monday, March 20th from 6:00-8:00 p.m., Student Council will be hosting a roller skating night for all 5th and 6th-grade students and staff.
      * **HD Indoor Recess** – HD Indoor has purchase new games for next years. Not much use because of the good weather.
      * **HD 3rd Gr Worlds Fair** - We held an initial meeting for our volunteers. We had a good turnout. We will be holding a second meeting in the next two weeks for those that could not attend that meeting. We plan to have our volunteers assigned to stations/committees before the end of February. We are looking forward to this April 19th event!
      * **Colonial Day** - 5th grade Colonial Day was held on February 9th from 9 am to 2pm. It was a great day, the kids loved it! The big hit was the candle making! But they enjoyed all of it! A couple of volunteers didn't show up but the ones that were there were fabulous and made up for the missing ones! Next year might be hard with the change of schools but hopefully they will be able to figure something out and find the space to do all the activities.
      * **Library** - They do not need volunteers for Reading Recess this year at DW.  They decided to do DYI reading where the students come in to read to themselves.  They had about 50 kids the first week. Tomorrow they are anticipating many students as the weather should be very chilly! Ms. Walker asked the kids if they were interested in doing a 'read aloud', with her as a reader, or them taking turns, but most kids simply wanted to read their own books!  The students were really great and seemed to like the break from outside.
      * **Office Support** - They need help with Office Support on Monday, Tuesdays and every other Thursday. Please sign up.
      * **Art Cart** - Our next project will be March 14-17.  We will be doing a watercolor painting inspired by nature and artist Georgia O’Keeffe.  We have lots of parent volunteers but all are welcome!
      * **6th Grade Outdoor Ed Breakfast** - The 6th grade teachers asked for PTO help in coordinating two breakfasts for the 6th grade groups returning from Outdoor Ed. So the first group breakfast was held on Thursday, February 9th and the second group this morning Tuesday, February 14th.  We provided baked goods from Sunset Foods, fruits, drinks and coffee for the teachers. The teachers were very grateful to the PTO and wrote a thank you note:
      * “Thank you so much for coordinating our Outdoor Ed. Breakfast. We really appreciate the time and energy you dedicated to making this a special event for our students. It was a great way for us to wrap up our outdoor Ed. Experience and we couldn’t have done it without you. It was meaningful for the students and they are very thankful as well. Please extend our gratitude to the PTO.”
      * **DW 5th Gr Fraction Café:** - Fraction Cafe was schedule for January 27th, from 8:00 to 10:30 a.m.

The event ran very smoothly and students had a fun time while solving fraction related problems.

We are grateful for our parent volunteers who came and help during event. Many THANKS to our volunteers.

4th grade parents were invited to observe the event (in case some of them were interested to chair the event next year)

The non-perishable items were cleaned, stored and ready to be used next year

The supply list was updated.

* + - **Social Dance -** We are still working on our event end report. Will provide report next month.
    - **DW Health Events** - 8th grade health night - “Life After Middle School: Preparing for the real life decisions of adolescence and adulthood” is scheduled for Monday, April 10th at 7pm.  Andy Duran with LEAD will present Healthy Decisions and Decision Making Strategies.  Also working with Stevenson on potential second speaker to discuss the challenges faced by LGBTQ youth and strategies at promoting understanding & alliance with their peers.

Question: Concern attendance may drop?

Answer: Yes, may happen

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      * - The non perishable items were cleaned, stored and ready to be used next year
      * - The supply list was updated.
  1. **Hospitality events**: PT Conferences, Chili Day
     + **Annual Chili Lunch was held Friday, Feb. 3.**

We served 11 crockpots of homemade chili and soup to DW staff in the staff lounge. We also served another three crockpots of chili to the bus drivers in the transportation office. And we also served an assortment of desserts and Portillo’s Salads (3 large Garden Salads). Three volunteers helped set up, serve and clean up.

The Hospitality Committee set up a donation page for parents who wished to donate money rather than cook. Parents contributed $500. This money was used to purchase chili “fixings” – cheese, sour cream, crackers, chips, etc.

Once again, the Chili Lunch was well received by DW staff and especially the bus drivers.

* 1. **Parent Ed**: Past and Upcoming Speakers

We have 2 great speakers coming up.

1. Sherri Cawn, speech language pathologist, will present “Talk, Read, Explore: How the Development of Communication Supports Play and Literacy”

Friday, Feb. 17, 2017, 9:30-11am @ the Vernon Area Library

Intended audience parents of children birth – 2nd grade

2. Andrew Joy, LCPC, Founder and President of the Mental Difference Sport will present, “The Car Ride to the Dinner Table” Supporting Your Student Athlete.

Thursday, March 9th, 2017 , 7-8:30pm, Daniel Wright Cafeteria

CPN will host a PB&J (Parent Book Jam) on the book

“ Quiet Power – The Secret Strengths of Introverts”

Thursday, February 23rd, 2017 from 7-8:30pm at the Vernon Area Library. You do not need to read the book in order to attend.

* 1. **Cultural Arts**: Assemblies, Explore the Arts Day
  2. **Ways and Means**: Run for D103, DW Pizza Lunch, Spirit Wear

W&M:

Run for D103 is in full swing! Angela could not be here today to cheer us up with all the details because of her work schedule but she is actively looking around for sponsors. If you know of a company willing to sponsor, let me or Angela know. As you know, most proceeds from the Run come from the Sponsorship. This year we are looking to upgrade the Homeq classroom from the fundraising efforts. Homeq, officially called FCS, is a classroom with stoves, sewing machines and cooking supplies, most of which are outdated and/or not working. This was already on PTO's radar last year but we funded other, more urgent projects, so we are continuing with this idea this year.

There was also a talk about the Run funding the crosswalk lights in front of DW but I believe the District is working on it directly.

Registration is planned to open on February 27th.

DW Pizza Lunch

2nd half of the year pizza lunches have started. We are now offering thin crust pizza which is what the kids asked for last year. Sales seemed to have improved, we have better fundraising results than last year at this time.

Moving 5th grade to Half Day will considerably decrease our profit so if you have any ideas on what we can do to fill in the gap, let me know.

Spirit Wear

We are currently selling the Spirit Wear purchased through Jelli Goods. The products are of great quality and we are looking forward to working with this local supplier in the future. Check out PTO Store for the items and spread the word.

* 1. **Cultural & Fine Arts** - Explore the Arts Day –2/16 @ SP

1. **PTO Executive Committee Reports**:
   1. **President**:
      * Slating Process for 2016-17 (cont.) - We are continuing the slating process. I have heard from some of you but not from others so please let me know which position you are interested in for next year. Also, if you know of anyone who would like to join us, let them know they are welcome and which position they would like to take on. We need to have the PTO Board approved in April so we do not have much time left.
   2. **Vice President**:
      * Volunteer of the Year – Nomination Process
      * LFF Update
      * D103 Music Boosters Update (Ella Shlyak)
   3. **Treasurer**:
      * Year to Date Financials – Were sent to the Board
      * Budget Process for 2016-17
   4. **Communications**:
      * Update & Reminders
2. Calendar:

**February 16, 2017** Explore The Arts Day at Sprague

**March 1 & 2, 2017** Jump Rope for Heart at Half Day

**March 2, 2017** Sprague Kids Day Out at Blast Zone

1. New Business
2. Adjournment – Next Meeting Tuesday, March 14th at 12p in **HD Library**