**PTO Board Meeting**

**Minutes**

**March 8, 2016 – 12:00pm**

**Sprague Library**

**1. Call to Order and Attendance**

Agnes Beatty

Anne Van Gerven

Christy Adler

Scott Warren

Katie Reynolds

Katie Wolf

Danielle Gobble

Heather Vasilenko

Jodie Halazonitis

Karen Borgerding

Molly Shapiro

**2. Approval of Minutes from February 2016 Meeting**

* + - Minutes were not approved because there was not a quorum present to vote.

**3. Recording Secretary—Karen Borgerding**

a. **Correspondence and Announcements**

* Passed around thank yous from Dr. Adler and other teachers and staff for PTO support.

b. **Attendance Sheet**

c. **School Board Meeting sign-up**

* Next School Board meeting is March 22nd, please attend if you can.

**4. Administrative Reports**

1. **Scott Warren-Superintendent**

* PARCC Testing

Today is the first day of PARCC testing for the district. This is the second year of the test for the 3-8 grade students. The tests have been changed this year to require less testing for students. We will receive this years results in the fall.

Each school is doing a staggered schedule based on what works best for the students.

* Parent/Teacher Conferences are next week

Please be sure to sign up for conferences if you have not done so already.

**b. Katie Reynolds – Assistant Superintendent for Curriculum & Instruction**

* Parent Teacher Conferences are Monday, March 14, 2016 and Tuesday, March 15, 2016. Monday is a half day student attendance day, and there is no school for students on Tuesday. Schedule is because some of our buildings are polling places.
* During the week of February 29, 2016, Liz Repking, Cyber Safety Consulting founder, facilitated cyber safety presentations to students in grades 3-8. On March 3, 2016 Liz made a parent presentation on cyberbullying, popular apps, what parents can do to increase safety. The district has received very positive comments about both presentations.
  + Also received call from National School Board Association in Washington DC. They are doing an article on cyber safety and wanted to ask questions about what our district does with cyber safety. We are doing well not only in educating parents and kids on cyber safety but also in including it in our other lessons in our general SEL curriculum. No other districts do that.
* All of our English Language Learning (ELL) students recently completed the ACCESS test. This test measures English language proficiency in reading, writing, speaking and listening. Results from this assessment are typically available in late May.
* PARCC testing began on March 8, 2015 at Half Day School and March 9, 2015 at Daniel Wright. Each building has created their own testing schedule that tries to preserve as much instructional time as possible. So far testing is going well.

**c. Christy Adler – Principal, Sprague School**

* + - Winter Parties:
    - Went very well this year. We used a preset menu ordered by Sprague (outside of Quest) with room parents to support activities. Using the preset menu was much easier and we received lots of positive comments on the food. They were a great supplier and able to provide gluten/dairy free items, etc. We will incorporate the cost of the menu into registration next year. We will still need PTO support for activities.
      * + Molly: Let Mrs. Mau know about the supplier for the menu as she may want to use them at Half Day next year.
    - January:
    - Kindergarten classes enjoyed the Wildlife Discovery Center assembly and would recommend that these presenters return.
    - First grade families participated in LAMPS night. The Spanish teachers highlighted their programing for the first time.
    - February:
    - All students and staff celebrated Valentines Day with a card exchange, no treats.
    - **World Read Aloud Week Highlights**:

Book swaps, mystery readers, Character Day, and an all-school read-in. It was a great celebration of books.

Thank you to PTO for funding the lollipop treat on Friday. Molly: PTO will provide this treat going forward. Agnes: Please let us know if you need anything else.

* + - Kindergarten Next Year:
    - Incoming Full-Day Kindergarteners have been invited to participate in a screening on May 12th (4:15-6:15) or 25th (1:15-5:00).
    - ALL kindergarteners who speak another language or live in a household where a second language is spoken have been invited to participate in an ELL screening on those two days or on August 11th.
    - Kindergarten Orientation is Thursday May 5th at 6:30pm. Molly: PTO will set up a table and speak to parents during and before orientation (6:15-6:30).
    - March:
    - Placement Process has begun. An e-notice was generated and information has been included in the weekly newsletter.
    - Looking forward to the Chuck E. Cheese Event, “License to Chill” on Tuesday, March 15…Thank you PTO for your flexibility and willingness to host!

Molly: Received a parent complaint about the name of the program.

* + - April:
    - Healthy Choices Week with Diabetes Walk on Friday, April 29th.

**d. Anne van Gerven - School Board Member**

* District received approval by Village of Lincolnshire for Half Day and Sprague construction projects.  In February, the District held a community meeting with Sprague neighbors to provide more information on the project and to hear their concerns.  Several items of concern have been addressed and better lines of communication have been established moving forward.
* Start date will be the end of March.
* Half Day and Sprague additions are scheduled to begin over Spring Break so new parking and traffic patterns (especially at Half Day) will be put into effect following Spring Break.
* District Calendar for 2016-2017 was approved in February with school starting on Tuesday, September 6th and ending June 13th.  Concerns were expressed by community members in regard to holding school on MLK day and after some discussions, the district administration and board agreed to make that a non-attendance day.  This change is slated for approval at the next Board meeting on March 22nd which will result in school ending on June 14th, 2017.
* 1:1 program has been discussed at several board meetings recently - especially the Sprague pilot and the BYOiPads.  Currently the proposal is for Sprague will implement 1:1 for 1st and 2nd grade next year - however 1st grade students will all use district owned devices that will remain in school.  Parents will either rent the ipad ($125 for the year) or can sign up for a rent to own program ($200 per year for three years).  2nd grade students will also have those same options as well as the option to BYOipads for next year only. In addition, next year BYOiPads will be require to manage their own apps.  By making these changes, the time needed to support these devices should be greatly diminished.
  + - 3rd-8th will be allowed to use BYO devices, but will have to manage the apps themselves.
* Budget discussions will be starting later this month.
* Molly: Let us know what you are doing for Teacher Appreciation Week.

**5. PTO Executive Committee Reports**

**a. President—Molly Shapiro**

1. Executive Committee Mtg – March 17th

ii. **Save the date for PTO Board Mtg on April 12th at 7p at DW Library**

* **To vote on:**

**-Funding Proposals for 2015-16**

**-Proposed 2016-17 Budget**

**-Proposed Slate of 2016-17 PTO Board Members**

* **To Celebrate:**

**-Volunteer Appreciation**

**-Volunteer of the Year Award**

iii. Teacher Appreciation Week: (Danielle Gobble, Katie Wolf, Jodie Halazonitis)

In the early planning stages. Have begun putting out suggestion boxes for teachers to make suggestions. Will meet after spring break to make final plans and begin buying supplies.

**b. Vice President—Agnes Beatty**

1. Volunteer of the Year – Nominations Due March 20th

* We have 10 nominations as of today. Please continue nominating volunteers, it's such a good feeling to recognize and to be recognized. Dear School officials, please join us, you can find a link to our form on our website. We won't release your names, so don't worry:) But if you see any parents helping out you think should be recognized, chime in!

ii. LFF Update

* LFF Meeting from Feb: Reviewed progress of new funding process being crafted with the administration, PTO and Music Boosters. Reviewed status of our scholarship program for 2016. Reviewed Run For D103 race day needs. Discussed operating structure, began identifying segment leads and changes / improvements that we are going to institute. Several Board members are following up on potential sponsors for Run for D103. Voted on new members.

iii. D103 Music Boosters Update (Ella Shlyak)—read by Agnes Beatty

* Music Boosters is coordinating volunteers for Run for D103. Signup Genius will go out in a couple of weeks. Volunteer early and often!
* We have new, shorter volunteer slots for DW pizza. We traditionally have weaker signups the last 2-3 weeks of school, so please help out if you can. Sign up is accessible on Music Boosters website. There are not many slots left.
* Dr. Warren: it is good to see all three organizations working together for a common cause.

iv. Try to recruit new parents to PTO. Be on the lookout for parents who want to get involved.

v. Need ideas for parent gifts for Volunteer Appreciation Week: Pens? etc.?

**c. Treasurer—Heather Vasilenko**

1. Year to Date Financials
   * Have met with Molly to look at the remainder of the budget. Over $25,000 in allocated funds left to spend.
   * February was a slow month. Income around $9000 (refunds from programs). Spending was on Social Dance and Pizza, etc.

ii. **Request for receipts by March 15th (for any completed programs/events). Please turn these in as soon as possible!**

iii. We still need feedback on the budget for events. Please let us know as soon as your event is finished.

**d. Ways and Means—Molly Shapiro**

i. Run for D103

* Is going well. We have over $10,000 in sponsorships now.
* Registration opens March 21st.

ii. Raffle for DW Fitness Equipment

* We are working on a raffle with the proceeds going to fund DW fitness equipment.
* Robbie Gould will speak to the winning school. We are working on Bears tickets and signed footballs for raffle prizes as well.
* More information to come.

iii. DW Pizza Lunch

* We will be doing this next year.

iv. DW After School Snacks – pilot program in April

* Will be testing this in April for kids who stay after school.

v. School Supplies—none

**e. Cultural & Fine Arts—read by Molly Shapiro**

i. Explore the Arts Day – Recap

* + - * ETAD was at DW on Feb 24, 2016.  Committee is in process of putting together summary for future ETAD at DW as well as surveys and Thank You's going out.
      * Thanks to all Parents, Teachers and Presenters for making it a great day...and for the students who took on and learned new forms of art for the day.
      * It was a huge success. We have received great feedback from students, parents and presenters. Thank you to the organizers.

ii. Assemblies

**Sprague:**

April 11, 2016 Kindergarteners will have Journey back in Time with Pioneer living

HD:

April 11, 2016 4th graders will have Lewis and Clark Play

**DW:**

Last week , 5-8th graders had 3 days of juggling in gym.

April 7, 2016 the 7th graders will have Voice of Chicago, Poetry Slam.

**f. Community Relations**

1. Hospitality—nothing

ii. Parent Education—Read by Molly Shapiro

* On Wednesday February 24th Dr. Karen Cassiday presented: “*Cultivating Peace in Your Home: Hot tips for preventing unnecessary stress, mayhem and poor concentration.*” The weather was questionable, but we had about 40 parents there. Dr. Cassiday’s light-hearted presentation reminded us all of the importance of sometimes laughing at ourselves and the stresses in our lives. We all have our challenging days or moments and we must learn how to face them sometimes with humor.
* Our next Parent Education event is Wednesday, April 27. Parenting Perspectives team Lauren Bondy and Karen Jacobson will return. This time their presentation is titled: “*Strengthen your Parenting Skills with Effective Discipline, that really works.”* Do you ever wonder why sometimes your discipline strategies work and sometimes they don’t? Do you find yourself disciplining your children in ways that don’t feel good in your heart?  Do you wonder if your methods are effective?  This enlightening and entertaining workshop helps parents understand what makes discipline effective and why some common discipline practices are unhelpful in the long run. Parents will gain insight into why children misbehave, and how best to meet their emotional needs. Learn to:

Connect with your child, prevent misbehavior and gain cooperation

Set limits effectively

Discipline without yelling; get results without punishment

Use logical consequences effectively

Encourage responsibility

Feel calmer and enjoy being a parent

* + - The event will be held at Vernon Area Public Library’s Main Meeting Room on Wed, April 27th from 9:30-11am. We hope you will all take time out to nourish yourself and join us.
* Again any ideas or suggestions for parenting events, please let us know.

iii. 8th Grade Student/Parent Event – 5/16—read by Karen Borgerding

* 8th grade health night will be on Monday, May 16th 7-9pm for 8th grade boys, girls and parents.  Exciting evening planned with interactive exhibit for parents, FMP panel for students and speakers from LEAD, Stevenson and DW’s own, Mrs. Wiatrowski.  We would like to rebrand the evening so if anyone has ideas for a new name, please let Molly or Tiffany know.

**g. Sprague School Vice Presidents**

1. World Read Aloud Week – Snack 2/26

ii. Diabetes Walk – 4/29

**h. Half Day School Vice Presidents**

1. Jump Rope for Heart - 3/14 & 3/15

ii. World’s Fair - 4/13—Read by Molly Shapiro

* + **We need more volunteers for this event.** It can be anyone, not just parents of 3rd graders. Please help!

iii. State Fair - 5/4—read by Karen Borgerding

* + All booth leader volunteer positions have been filled and booth leaders are working on preparing the booths for the fair.
  + State Fair coordinators met with Mrs. Mau, Mrs, Petroski, and Mrs. Hoover to confirm details about using Half Day gym for the fair location and touch base about the content of the booths as well as some other details.
  + **More volunteers are needed** to fill various roles in assisting on the day of the fair.

iv. Indoor Recess update—none

i. **Daniel Wright School Vice Presidents**

1. 6th Grade Social Dance Lessons – Recap (not read)
   * 104 Students registered for the dance lessons
   * Students were charged $70 each
   * Vera Schmidt was paid $55 per student
   * $7,280 was the total amount brought in for this event
   * $5,720 was paid to Vera Schmidt
   * $1,560 was the profit for this event.
   * Dates for next year will be January 6, 13, 20, 27, February 3, 10 with a snow date of February 17, 2017.  The time will remain at 8:00-9:15pm.
   * The dates have been confirmed with Vera Schmidt and put on the calendar for next year

ii. 8th Grade Dance – 5/28—Jodie Halazonitis

* + - * Theme- Carnivale -was revealed to the class during lunch on March 3rd. It was festive and fun with a DJ.
      * Next all committee head meeting will be March 21st. We continue to collect photos from students.
      * All committees are busy working.
      * Ticket sales will start beginning of May.

iii. Fraction Café (not read)

* + - * As always, kids loved the event. We had a great group of volunteers in each classroom assisting the teachers with the projects. (Each 5th grade room uses food to work on fraction math problems - - trail mix, s’mores, fruit salad, pizza games.) This event is really run by the teachers and the parent volunteers assist. All went smoothly. Because this event has been done for so many years, it is a pretty easy project to manage. We were able to work with the teachers and actually serve pizza this year again - it had been removed from the program for a couple of years. Fortunately, the budget had been left intact thus enabling us to do this.
      * Mrs. Mau came over to observe so that she will have a better understanding of how to execute this program in her building next year. It should be an easy transition since the teachers do a great deal on this event. Some minor changes will need to be made next year to accommodate the school change but those have been noted in the detailed summary for next year's chair. Proposing budget remain the same for this event for next year.
      * Many thanks again to the 20+ volunteers that made this event so great.

iv. Art Cart (not read)

* + - * Third art cart was held last week. The featured artist was Georgia O’keefe. Students got the opportunity to use watercolors and paint using still life and floral themes.

6. **New Business**

7. **Adjournment** – Next Meeting Tuesday, April 12th at 7p in **DW Library (EVENING)**