**PTO Meeting Minutes**

**February 12, 2013**

# Meeting was called to order at 12:05pm

# Attendance:

|  |  |  |  |
| --- | --- | --- | --- |
| Hanna, Beth | Harper, Kate | Ed Kogan | Jennifer Qualley |
| Kelly Dupont | O’Donnell, Mary Claire | Veronica Pantelis | Stephanie Hooper |
| Jessica Silvestri | Pam Owens | Simon, Sandy | Caroline Cleveland |
| Julianne Spilotro | van Gerven, Anne | Warren, Scott | Reynolds, Katie |

# Approval of Minutes from January 2013 Meeting

## Motion made be van Gerven, second by Kogan

# Correspondence and Announcements - No announcements to share or correspondence

# Administrative Reports

## Scott Warren, Superintendent (reported by Katie Reynolds)

### New ISAT Cut Scores

#### The State of Illinois released the new, raised cut scores for proficiency for the ISAT. Katie Reynolds and I have reviewed the scores and, as predicted, our scores dropped, as will all other schools’ scores. We will be sending out a letter this week showing the difference in our Exceeds/Meets combined categories from the old cut scores to the new scores. We will be working with our data teams to determine how we will use the new information for our instruction for students. We will also report individual student performance to parents in the coming weeks.

### World Language Update

#### The World Language Committee will be sending out a report shortly with its findings. We will be asking for parents to review the report and provide feedback to the committee. The committee will review the feedback and then make a final report for the Board to review at the March Board meeting.

### 5Essentials Survey

#### The 5Essentials Survey is designed to provide feedback to schools regarding their effectiveness. The survey is being administered by the State in conjunction with the University of Chicago and is currently active. Parents have received information on how to access the survey through several emails and the survey link is available on the District Website. Please take a few minutes to complete the survey so we can utilize the data for school improvement.

# PTO Executive Committee Reports

## President, reported by Sandy Simon

### 2013-2014 School Year - Slating Recommendations- If you are leaving your position, please pass along two names of potential candidates for your role.

### Event Documentation- Videos/Pics and Year End Reports- Please be sure to take videos and pictures of your event every year. These items should be forwarded to Stephanie Hooper and she will add them to Google Docs. It is not too early to write your yearend report as your programs are completed and forward them to Stephanie Hooper and Mary Claire O'Donnell.

## Vice President

### OMMPA, reported by Sandy Simon – OMMPa sold food at the Camp Fair. They just had a solo ensemble concert.

### LFF, reported by Beth Hanna

#### LFF has a new Board Member

#### A Spring Event is a possibility. Possible large-scale science experiment

#### Please buy something from the registry!

## Communications, submitted by Stephanie Hooper

### D103 Monthly Assignment:

#### April issue is Ways & Means. Article is due to Kim Sylvan by March 10.

### School Board Meetings:

#### March 5 – Anne van Gerven & Susie Durlacher to attend

#### April 9 – Kate Harper to attend

#### April 23 – Veronica Pantelis to attend

## Treasurer

### We continue to be in a good financial position.

### Thank you to everyone for submitting your receipts in a timely manner. If you have any outstanding receipts, please try to get them to me by the end of February as we typically use the February 28th month-end as a starting point for the next year's budget.

### If you need a copy of the new tax exempt number authorization for the PTO, please let me know and I will ensure you get a copy.

## Ways & Means, submitted by Anne van Gerven

### Camp Fair:

#### Still finalizing numbers but current estimate is that we raised close to $10K

#### Event was a HUGE success. Overwhelming positive feedback from both camps and families attending with requests already submitted for next year.

#### 60 Camp exhibitors registered (we had to turn a couple camps away in the final week)

#### Over 200 Families attended

#### Chicago Parent Media and American Camp Association helped as co-sponsors and were in attendance

#### Thanks to all the Volunteers, an amazing Custodial Staff (Scott G, Ken C, Ken S, and Andy) and coordinating team (Sandy Simon, Kristin Keevins, Beth Konieczny and Anne van Gerven)

#### Debrief meeting planned for next week and to look at possible dates for next year (2/9/2014). Boy Scouts have already asked us to do the same date (Sunday after Super Bowl) next year since it worked out so well for them as well.

#### Virtual Fair will be launched through the Camp Fair website on Feb. 15th. Agnes Beatty has done an incredible job on building this site so be sure to check it out next week for possible camps.

### Run for the Fields/5K - May 18, 2013 (Jen Sturgeon/Tricia Jette/Kelly Dupont):

#### 5K Kick Off Volunteer Meeting was held on Jan 30th

#### Sponsorship

##### Contact Spreadsheet is being finalized along with assignments, grouped by Monetary Donations, In-Kind or Goody Bags.

##### Confirmed Sponsors: Silver - Tamarak

##### Working on confirming Aon-Hewitt, Sunset, Fifth Third, BCU and others

#### Publicity - Schedule has been defined along with target dates. Watch for Save the Date blast this month.

### Spirit Wear (Jane Ernst/Linda Pinsel):

#### The Staff Spirit Wear order has been approved and is being assembled. Staff should get their items in March.

#### We are considering offering special Staff Only items during the spring student sale.

#### We sold 35 pieces of staff SW.

#### Working with the vendor (Steve) on the next spirit wear ordering period coming up in the spring for school year 2013-14. Looking at designs and items offered.

### Book Fair (Wendy Miller):

#### Beth Poteet update - We had a lack of NJHS/Student Volunteers last month for the Bernie’s Book Bank Day of Giving so it is being rescheduled and will be opened up to a wider audience. Targeting weekends in April.

#### Received Thank you cards from Reading Power.

### Friday Pizza Lunch: Second Semester cycle underway, awaiting decision for 2013-2014.

### Premier PTO Partners: No Report.

### $103 for 103: No Report.

### Membership/Directory (Debbie Fisch/Yulee Lee): No Report.

### School Supplies (Beth Poteet/Robin Babbo):

#### Beth and Robin have received initial quotes from EPI for the 2013-14 School Supplies list

#### We are in the processing of sending the quotes back to the principals for final review - both hard copy and electronically before approving with EPI.

# Board Member Updates

## Community Relations – Veronica Pantelis

### Welcome Committee – no report

### Star Student at DW – there were about a dozen kids

### Parent Teacher Conferece Snacks – for the first time, Community Relations provided snacks to teachers at conferences. They will determine if this is to be continued.

### Thank you to all volunteers who helped with Chili Day in January. Teachers were very appreciative.

## Cultural & Fine Arts, reported by Ed Kogan

### Fine Arts Day planning is progressing well. We have rooms assigned for all of the presenters and directories of the activities have been printed and distributed to advisers and students. The students have been using a Google survey to make their selections and we will be working on assigning them their top choices as possible. A request for parent volunteers will be sent out in early March, as well as being mentioned in all newsletters. All quotes for supplies, lunches, and presenters' fees have been summed and we are still within our budget.

### Cultural Arts assemblies scheduled for February include "Jim May Storyteller" at Sprague and "Getting Excited About Science" at Half Day. The "Giant Map of North America" from National Geographic was a great success at Half Day and we have requested a map of Asia for next year. We are working on adding a Holocaust survivor as a speaker for Daniel Wright, but the date for this assembly has not been set yet. All currently scheduled assemblies, including assemblies for Fine Arts Day, are within our budget.

## Daniel Wright Coordinators, reported by Jennifer Qualley

### Fraction Café – planning has begun for Feb 26 event.

### Art Cart – running OK

### Lighted School House - Next LSH is in May

### Dance Lessons, Report Submitted by Jessica Silvestri

#### Students enrolled - 100

#### Vera was paid initial fee of $3000, her charge per student was $55 and balance is due to the amount of $2500

#### Pioneer Press was invited to attend this Fri.

#### Dates for 2013-14 have been conﬁrmed with DW waiting for conﬁrmation from Vera Jan. 10, 17, 24, 31, Feb. 7, 14 and snow date 21st.

#### Contract has been presented to Vera, waiting for response.

#### Parent Observation this Fri. the last night of Lessons

### 8th Grade Dance

#### Committee continues to meet. Electrical work at DW will be upgraded to meet needs of dance. Photo Walls and DVD have been completed.

### Valentine Party / Treat Day

#### 5th grade Valentine parties will be on the 14th.

## Half Day Coordinators

### Illinois State Fair:

#### Met with Teacher liaisons (Mrs. Petroski and Mrs. Hoover) on Jan. 22 to kickoff planning.

#### Tentative schedule is: Setup Monday, May 6, Kids visit Fair May 7-8 with teardown on May 8 after last class.

#### Booth leader meeting is February 19th at Rivershire at 9;30am.

#### 2 New Incubators/Egg Turners have been purchased for hatching chicks.

#### Looking for Illinois related assemblies to kickoff and close the Illinois Days/State Fair week.

## Sprague Coordinators, submitted by Kate Harper

### Winter parties were a success. Have requested that room parents give feedback to grade level coordinators who can summarize the feedback for me.

### Library Aides and Gym Aides running smoothly.

### Art work for December was hung for Mrs. Feld.

### Pilgrim Simulations for 2nd grade wrapped up in December. They went very well.

### Native American Feast took place in November and was a great success.

### Next up – PTO-sponsored Valentine’s Day treats.

## Parent Education – submitted by Beth Hanna

### LCNS and Tamarak are both interested in co-sponsoring Michael Brandwein with us. LCNS is putting their other speaker on hold right now since they would prefer to co-sponsor Brandwein. Hopefully, we will hear back from Katie soon.

### Community Parent Network (D103 reps: Beth, Daphne, and Liz) was selected to be honored at the Stevenson Foundation Community Recognition Dinner in March .

### Our next speaker, Dr. Devorah Heitner, is also a technology consultant for schools and has worked with school districts on ipad roll-outs. We will send information to both D103 and Stevenson about what she has done to help schools manage these roll-outs successfully, e.g., parent and student orientations, to help ensure that the ipads are used effectively at home and school (vs. mainly for Facebook, snapchat, games)..

# Next Meeting is March 12 at Noon at Sprague.

# Meeting adjourned at 1:25.