**PTO Executive Committee Board Meeting**

February 7th, 2018

In Attendance: Beth Carmody, Lauren Leboyer, Nidhi Singh, Julie Oleshansky, Kendal Reis, Abby Burtelow, Flannery Buchanan, Kate Kligora

1. Welcome – Nidhi Singh
2. Approval of Minutes—Julie Oleshansky
	1. Motion to approve: Kendal Reis
	2. Second: Lauren Leboyer
3. President’s Report –
	1. MLK day of service went very well. Mr. Dillon’s brother’s visit was such a great experience. Nidhi will follow up with Effie to check about cost of this event and how it fit with the budgeting process.
	2. Parent Teacher party went very well. We had 170 parents and 29 teachers. Number of teachers slightly down from last year. Overall it was very well attended and a great turnout. Discussions about when to have the parent party next year – should we move it to November so it is easier for teachers to attend (not conflicting with conference reporting time)?
		1. Send an eblast next week thanking parents for their support at the party. $580 in donations that went towards the party (paying for teachers, etc.) Parent contributions allowed us to break even for this event.
	3. Family Bingo night is underway and moving along well. Kendal will send out a paperless post evite for the event. Beth Carmody will let the teachers know about the event and that they are welcome and invited, and the PTO would love donations of gently used games if they’re available.
	4. Dance with Class – dates were moved to March. They’re still trying to work out a theme. Brie Root is working on this. We are thinking about how we handle Cultural Arts next year. (A speaker, a field trip, etc.)
	5. Teacher Appreciation Week is moving right along and has a great sized committee. Many activities will remain the same and the schedule is underway. Raffle tickets will go home with students – discussions about explaining to parents that “a percentage of sales goes to the PTO.”
	6. Nominating Committee: the goal is for PTO to vote on the new board at the April meeting. The meeting is open for anyone to come.
4. Principal’s Report –
	1. Monday there is an Alliance for Early Childhood event (Gever Tully)– a workshop for educators in the area. It’s at Hubbard Woods on Monday during conferences, so HW will open up the playground for more parking. An eblast will be sent out to inform parents about the parking.
	2. Conferences are Monday and Tuesday – there are many families going out of town since there are two days off. Teachers are trying to accommodate their schedules on scheduling conference times on other days.
	3. Parent-teacher party: Teachers really liked the venue because there was more space to move about. There was a great attendance and positive feedback. Many thanks for the party – it was a fun evening for everyone.
	4. Kindergarten next year may have 3 classrooms and first grade may have 3 or even 4. This is being worked on right now with the district and schools.
5. Teacher Liasion Report: Dana Bulan
	1. Such great feedback from teachers about the parent party.
	2. Discussions about moving the party to earlier in the year – November could be a good time.
	3. Studies & Initiatives are busy right now
6. School Board Meeting Update (Lauren Leboyer)
	1. Daniel Ryan ran the meeting. He thanked community members that attended. D36 survey was completed and had good participation. On Monday arch 12th there’s a special board meeting (evening) that will talk about the first models of the core teams recommended steps.
	2. Maureen Miller received the “Making it Happen Award” which is an award from the international society for technology and education.
	3. Lego league team was in the state championship. Received a high honor of gracious professionalism.
	4. The Auditor reported that the district is in great shape. Technology is ever changing – make sure to stay on top of internet safety.
		1. Maureen discussed STEAM from every school
	5. Adventures in Learning Camp – program fees will be slightly increased. It will be at Skokie School and HW due to summer maintenance at Washburne.
	6. Institute Day was on the 22nd – differentiated math, etc.
	7. Enrollment and staffing was discussed, there may be some shifts next year
	8. Survey summary: Future focused educational design and class size guidelines were in top two places for concern. Staff concerns are on the website.
7. Treasurer’s Report – Abby & Kate
	1. Abby doesn’t have the numbers yet for party and world travelers, but everything seems to be on task.
	2. Field Day: we budgeted T- Shirts for everyone, are we still doing this? Shirts for all grades including Kindergarten. Do we want to do something different than T-shirts such as hats? (we have budgeted for shirts so we should be okay)
	3. Cardboard Challenge – is this happening this year? Final decision has not been made yet.
8. Vice President’s Report –Kendal Reis
	1. STEAM night is around the corner (March 14th) – the budget it $400 for this event.
	2. Michael Collins is running this event. The committee has been formed and there are discussions about his successor for next year since this is his last year.
		1. Discussions about having more supervisors for the event to help monitor students and their use of equipment.
		2. Perhaps do something nice for this person such as a $15 Gift certificate as a thank you for their help
	3. BINGO underway – committee is formed
		1. More blank (heart of the neighborhood) bingo boards will be there for parents and families
	4. Heart of the neighborhood and bingo boards – how can we get families engaged and interact more with these take home items?
		1. Friday, Feb. 23rd is the NT winter carnival – another community event
	5. Bring your neighbor to school day was such a great part of this community theme. We will do it again in April.
9. Communications Report – Lauren Leboyer
	1. Flannery - New website design underway
		1. We want the PTO website to be a place where parents go. We want it to have all our current information on this; dates, a search box, etc. Very user-friendly.
		2. Flannery checked out Greeley’s and Crow Island’s.
		3. All PTO sponsored. Sticking strictly to anything PTO related (PTO sponsored events).
		4. Emails sent out to various committee chairs asking for them to submit content (2 week deadline).
		5. This is a resource, a source of information for parents, etc. Sign up Genius links will be on there, listed by grades, etc.
		6. The goal is for this to be intuitive for parents.
		7. Goal is to have a soft launch and then around May/Mayfest make a big deal about the website being official.
		8. Discussions about payment options and how they are linked to paypal
10. Discussion Items: Nidhi would love some feedback in regards to the questions below.
	1. What are some things you appreciate about our district/schools this year?
	2. What are some concerns you have about our district/schools this year?
	3. What are some thoughts you have about the direction of our school district?

*Meeting Adjourned: 11:10am*