

## **PTO Meeting Agenda**

Zalinski Cafe

26 September 2018

6:30pm

1. Welcome
  - a. Marcia called the meeting to order at 6:40pm. She gave an overview of what the PTO is and the activities we organize throughout the year. We went around the room and introduced ourselves.
  - b. Marcia encouraged all to text "chief" to 2282 (or email Mr. Kennedy) to be added to school communications account.
2. How to Get Involved - Marcia encouraged everyone to take a look at the clipboards here tonight and sign up for an activity to be involved in or chair this year!
3. Approve Prior Year Financials - Deepak invited attendees to review the attached financial reports. He gave a brief explanation of what the various line items represented.
4. Tracy Mayer made a motion and Sarah Creviston seconded the motion to approve last year's budget. All voted in favor.
5. Approve 2018/19 Budget - Deepak provided an overview of the attached budget. Explained we are spending more on aides this year than last because we are paying for more of them. We also raised the amount that we are paying our aides to come in line with what the board of education pays aides doing the same job at our school.

We have also budgeted \$10,000 this year to enhance the science curriculum for 6th grade. The curriculum is called iquest. The \$10,000 will pay for 6th grade this year. It will be rolled out in a scaffolded fashion, so next year 6th and 7th grade will use it, the year after 6th, 7th, and 8th. We will host a lock in in February (6pm-7am) for 5-8th graders to help pay for 7th grade's portion next year. 4th graders might also be included.

Important to note a walk a thon is also planned for June 12th, as a new fundraiser.

Sarah Creviston made a motion, Tracy Mayer seconded motion to approve 2018-19 budget. All voted in favor.

6. Spring Benefit - Spring benefit chair Laura Honda shared the following information on this year's budget:
  - a. Date set for March 2nd at Biagio. Mark your calendars for a sit down dinner with silent and live auctions, games, open bar, and lots of fun.

- b. Please contact Laura at [hondalaura@yahoo.com](mailto:hondalaura@yahoo.com) if you are interested in volunteering for the roles listed below.
  - i. Open roles:
    - 1. Co chair
    - 2. Assistant to chair of decorations
    - 3. Carrie Muehle will help line up volunteers for night of benefit. But she needs an assistant.
    - 4. Lead for sales on ad book.
    - 5. Ad book layout person.

\*Lindsay is also looking for a committee to help with auction committee.\*

- 7. Annual Donation Drive - goal is to raise \$50,000. Asking for \$275 per student. Fliers to go home in Friday folders. Classrooms will compete. Classroom that raises the most gets to do the surprise activity to Principal Munns and Mr. Kennedy

Hoping to reach goal by November 16th!!

- 8. Open Forum -
  - i. Monica Mazzaro asked the administration what security measures are in place at school. Mr. Kennedy talked about the security committee and their regular meetings, drills, etc. Monica asked if teachers are trained and Munns responded that yes they are all regularly trained on the emergency management plan.
  - ii. Sarah Creviston brought up the topic of a directory. She checked into it and found QAS uses an app that parents voluntarily add their contact information to. But the app costs \$300 or more. A possible workaround would be to ask parents to complete a survey monkey and then create a pdf of all the contact information. Sarah will spearhead this project.
  - iii. Laurie asked about crossing guards. Is there a possibility of having a crossing guard west of Forest Glen, where there isn't a stop light for kids crossing Peterson near Knox. There is a yellow sign at Kilpatrick. There was a study done on this by CDOT awhile ago. After this is when the sign was put in. According to Munns, the conclusion from the alderman's office is that it is safest to cross at a light. A crossing guard used to work at Kilpatrick but feared for her life so she was moved to Forest Glen. Could ask CDOT for additional signage, lights, etc., as we have more families crossing here now.
  - iv. Can we communicate using the same mechanisms teachers use (see saw, dojo, etc) to better get the word out about what we are doing?
  - v. Mrs. Yadao thanked all the parents for their involvement.

- 9. Opened floor to suggestions for future meeting speakers:

a. Cell phone etiquette and email etiquette

10. Book Fair: Tuesday night - 4:30 - 6pm is Family Literacy Night. We still need volunteers particularly on Tuesday.

11. Next Meeting - 10/10/18 at 3:15pm