

**PTO Meeting Minutes**  
**12/05/2018**

- I. The PTO meeting was called to order on Wednesday, December 5, 2018 at 9:00 am in the Elementary PD Room at Oak Grove School.

**Attendees:** Liz Howard, Christine Merrill, Agata Karpowicz, Ashley Wilson, Julie Kovach, Becky Rynes, Lonny Lemon, Andrew Fenton, Jina Rappaport, Ken LaCrosse, Cathie DeMoon, Raabia Khan, Beth Zender, Sarah Gotlund

- II. November 7, 2018 minutes were approved as distributed.

III. **Reports of the Officers**

A. **President's Report** -

1. Christine reported thank you notes were received from Mrs. Flores, Mrs. Bernsee and Mrs. Dugan for books from the scholastic bookfair.
2. Last month Marla's started offering the "buy a teacher a lunch" program. When you receive the Marla's Lunch emails, there is a link where you can make a purchase and the credit goes to the teacher to use any day. There is a drop-down box with all the teacher's names and they will see who sent them a lunch. This is a great way to say thank you for the holidays and teacher birthdays.

- B. **Vice-President:** A summary of the November 20<sup>th</sup> BOE minutes has been included below. Dr. Lemon also gave an update under the Report from Administrative.

**Superintendent's Report**

- SEDOL governing board meeting, November 28<sup>th</sup>
- PTO's Holiday Halls - Dec. 1st
- Feed My Starving Children – Dec. 7th
- Veterans Day ceremony was a success
- Thank you to the PTO for feeding teachers during conferences
- Triple I - Dr. Lemon, Mr. Graves, Dr. Cacciatore and Mrs. Manski will be presenting at the conference
- County will release the winner of our State Representative tomorrow following the verification of the count

**New Business/Information**

- Mr. Blumberg and Dr. Cacciatore gave a presentation to the Board regarding OSMO that is being used on iPads. These were purchased with a grant from the OGSEF. Mrs. Honaker in
- Kindergarten and Miss Paulson in 1st grade are using them.
- Committee reports are attached to BoardBook
- Dr. Lemon proposed a discussion regarding continued use of the building as an election site in the future. The County has asked for a signed contract for the 2019 calendar year
- Mr. Graves discussed the proposed space adjustments for next year:
  - All front office staff would be located in the Junior High Office
  - Mr. Fenton would relocate to the Junior High Office
  - The Business Office would relocate to the Elementary Office

- Nurses will be located in Mr. Fenton's present office and the current nurse's office
- Ms. Waehner would relocate to the District Office, freeing up the room to be a conference room once again

### **Approvals**

- The Consent Agenda was approved
- Personnel Action was approved
- The FY18 tax levy was approved
- The Board approved the updated District Title I Plan

### **Next Meeting is December 18, 2018**

C. **Treasurer:** Ashley Wilson reviewed the November PTO expenses.

D. **Registrar:** Becky Rynes had nothing new to report.

#### **IV. Report from Administrative: Dr. Lemon reported:**

A. The Annual OGS Feed My Starving Children is scheduled for Friday, December 7<sup>th</sup>. 129 spots or 130 were filled. We started at 150 spots and we were asked to open some remaining spots to the public, but there was a big surge of sign-ups when the reminder email went out the Monday prior.

B. Due to the snow day, the last day of the school calendar is now June 5, 2019.

C. Oak Grove Rocks hosted by the OGSEF has been scheduled for January 18, 2019 at Post Time.

D. The November Board meeting included the curriculum report, updates on the standards-based grading which will be discussed more next month, the levy was approved for next year, and School Board Candidacy's. All school board applications are due next Monday, December 10<sup>th</sup> and can be submitted through December 17<sup>th</sup>.

E. Regarding Standards Based Grading, the Committee met and is reviewing options. The Board will have to decide how to proceed.

#### **V. Report from Standing Committees:**

##### **A. Teachers Liaison:**

1. Jina Rappaport thanked the PTO for the conference dinner.

2. The PTO was thanked for the books donated to the library following the book fair, they received \$400 in books for both libraries. New teachers were especially thrilled to get books from their wish lists.

3. Students in grades 6-8 are looking forward to a visit from author Jordan Sonnenblick on December 6<sup>th</sup>.

4. Mrs. Rappaport sent a reminder to teachers to use their \$100 from the PTO.

B. **Junior High Book Fair** - Raabia Khan provided an overview of the bookfair which took place the week of the Veteran's Day Ceremony in November. We made about \$4180 and get 20% back, so was about an \$830 profit. This is a little less than last year. Next year Raabia would like to stay open a little longer on Friday through the lunch hours, they had a lot of kids come right when they were closing. She recommended keeping it the week of the Veteran's Day Ceremony. Most questions from students were on taxes so it was suggested using the Elementary sign with the tax breakdown in the future. Last year they also did a book drive and made competition between grades for a PJ day. She would like to do something similar again next year.

- C. **Elementary Book Fair** - Jen Liu emailed an update on the Elementary Bookfair that was held the week of November 11<sup>th</sup> for grades K-4. The Elementary Fall Book Fair was a success! This sale earned our school over \$1,000 in Scholastic Dollars that helped build our elementary and classroom libraries with new books. It also earned almost \$2,000 for the PTO to use towards our school activities. Thank you to everyone that participated. Thank you to all of the parents that volunteered to help. A special thanks to our Book Fair Committee: Mia Hughes, Raabia Khan, Keli Likosar, Sarah Roe, Becky Rynes, Jen Sahagian, Lisa Perrone, and Jennifer Tippet. Interested in joining our Book Fair Committee
- D. **All for Books** - Jen Liu also emailed an update on the All for Books Challenge. There was some discussion that in the past we have made more with coins versus the dollar challenge so next year we will probably go back to coins. Thank you to everyone that participated in the All For Books Dollar Challenge. Together, we raised \$1,376!! This will be donated in Scholastic Dollars to Evelyn Alexander Elementary School in North Chicago to help them grow their library. Congratulations to Mrs. Dunn's 4th grade classroom for raising the most money and winning the classroom shopping spree!!! Their classroom raised \$248!! Way to go!!!!
- E. **Holiday Halls/Pancake Breakfast** - Christine reported the Pancake Breakfast and Holiday Halls took place Saturday, December 1<sup>st</sup> from 9-12 in the Junior High gym and hallways. They are still pulling together receipts, but the PTO received a report from chair Libby Cathlina. Sales were down some, but she had to invest in a couple things that will carry over to future years. This event overall is a great way to get OGS families together this time of year. Susan Kurland still has inventory left for next year, has a spreadsheet with photos, and it has all been put in storage. Susan would be willing to chair again next year if she had a committee of at least four more people. This year they set a record for number of vendors. Oak Grove Spirit wear that was sold at the event is also still available including beanies, cinch bags, gloves and socks. Dr. Lemon noted Shellie Fahey said some vendors asked for a list to sell to people all year long. Liz added Noonday was willing to continue donating back for before holiday sales. Beth Zender suggested asking for gift bag donations after the holidays, it may be a lot faster than the wrapping for the kid's shopping area. Perhaps something can be put in the OGS News.
- F. **Speakers and Programs** - Julie Kovach provided an update on assemblies scheduled to date. Additional programs/assemblies are also being coordinated.
1. Mouse Trap Machine is confirmed for Tuesday, December 18<sup>th</sup> for grades K-5. This is a STEM based science program that teaches elementary school students how simple machine works. It is geared towards grades K-5 and ties directly into curriculum for grades 3&4.
  2. Pete's Diary/Choose Kind Assembly is confirmed for Tuesday, January 15<sup>th</sup> for grades K-8. Peter is a local LHS Senior that was born with several birth defects resulting in a diagnosis of Goldenhar Syndrome. Pete has taken these challenges and shows that being different is cool. His motto is "Be comfortable with who you are so that others will be comfortable around you."

- G. **Daddy Daughter Dance** - Liz Howard announced the Daddy Daughter Dance has been confirmed for Saturday, February 2 from 6:30-9:00pm and is open to all students K-8. The Committee just met and the dance theme is going to be western country. They are looking for old saddles, wagon wheels and hay bales if anyone has some to donate. A link will be sent out shortly for volunteers. Chris Colton is going to DJ, and there will be a formal photographer and photo booth. They are looking into country line dancers.
- H. **Grades 5-8 Holiday Parties** -. Christine Merrild is looking into a DJ for grades 5-8 during their lunch hour on December 21<sup>st</sup> when grades K-4 have their holiday parties. There was some discussion on providing pizza as done in the past, but it was agreed to try the DJ instead of pizza this year. Mr. Fenton will let the teachers in the lunch room know.
- I. **Report from OGSEF** – Dr. Lemon shared earlier the Oak Grove Rocks date has been confirmed. The Foundation has also had a really good response to mini grants for \$500 each. The Project Lead Program was also discussed at their recent meeting and they are looking at dates for the next Gala. Dan Wells is also putting together a pamphlet with a directory of local businesses.

VI. **Old Business** - None

VII. **New Business** -

- A. **Request for Funds from Erin Vance for \$500 for a pick-a-brick Lego purchase.** She is looking for specific colors/pieces to supplement her STEM grant from OGSEF. Each year one grade gets to create a lego mural, this year it will be historical figures linked to the 3<sup>rd</sup> grade biography project. Ms. Vance applied for a Foundation mini grant and purchased some base plates and other pieces previously. Some additional pieces are needed and need to be purchased directly from Lego. They will disassemble mural at end of year so pieces can be used every year. Motion passed. It was suggested to ask if a school discount was explored when making the purchase.
- B. **Request from Casey Dugan for approximately \$110 for the 3<sup>rd</sup> grade writing and illustration project.** They will be making holiday frames. She purchases frames from dollar tree for all of third grade. Motion passed. It was suggested this could maybe be included in the PTO budget in the future if this is an annual purchase. Jina confirmed with Mrs. Dugan this is an annual purchase.
- C. **Request from Erin Smith & the 7<sup>th</sup> grade team to match their Penny Wars fundraising up to \$1,000.** The “Penny Wars” is one of two service projects completed as part of the 7<sup>th</sup> grade curriculum. The Penny Wars raises money for PADS. Usually they raise around \$1300, the highest was \$1600. Their hope is a matching donation will be a larger incentive. There was discussion that PTO funds are supposed to go back to the school. It was suggested that possibly the students could look for sponsors to match their amount raised. Based on the request being \$1000 or more, the vote will take place at the January meeting.

VIII. **Announcements** –

- A. Becky noted a couple parents had volunteered for lunch in the Junior High recently and were told they don't need help. It is definitely needed for pizza day, but Becky suggested looking into.

- B. Becky shared the Mother/Daughter Tea is scheduled for February 12<sup>th</sup>. There will be a committee meeting shortly.
- C. Dr. Lemon noted they do a holiday breakfast for the teachers and wanted to confirm there are no conflicts with the PTO. There is not.
- D. Liz Howard noted the PTO Board is leaving their positions after this year. If there is anyone interested, please reach out.

The meeting was adjourned at 10:00 am. The next meeting will be on January 9, 2019 at 9:00 a.m. in the Elementary PD Room.