PTO Board Meeting Agenda March 14, 2017 – 12:00pm

Half Day Library

1. Call to Order and Attendance

2. Approval of Minutes from February 2017 Meeting

3. Administrative Reports

a. Scott Warren-Superintendent

**1. Construction at Sprague and Half Day**

The construction projects at Sprague and Half Day schools are well underway. The District is providing weekly updates to our constituents to keep our community informed. We are still on track to have construction completed by the time school starts in the fall.

**2. Superintendent’s Advisory Council for Equitable Education (SACEE)**

The first meeting of SACEE occurred on February 27. This council is charged with helping to guide the district in fostering a more inclusive D103 community. Over 20 members, staff and parents, representing multiple backgrounds will work to provide opportunities for parents, staff and students to better understand those who make up our community. The next meeting will occur on May 15, 2017.

b. Kendra Perri – Curriculum Coordinator

c. Jill Mau – Principal, Half Day School

d. Anne Van Gerven - School Board Member

* School Calendar – 2017/18 School Calendar was approved at the February 21 board meeting.
* Staffing for 2017-2018 – At the February board meeting and March COW, the Board discussed the Staffing plan for next year and provided feedback. Board concerns exist around the budget impact given the proposed increase in staff and administration. Administration is reviewing the plan and will present a staffing plan for approval at the March board meeting next week.
* Enrollment increases and Community Development – Board is actively working with local developers and other districts on ways to handle new developments that impact our school enrollment.
* Construction at Half Day and Sprague is progressing nicely - weekly updates will continue...
* April 4 is Election Day so please vote... we have a contested School Board election for the 2-year partial term.

e. Erinn Vincent - DW Teacher Liaison

f. Jami Reed - HD Teacher Liaison

4. Recording Secretary

a. Correspondence and Announcements

b. Attendance Sheet

c. School Board Meeting sign-up

**6. PTO Executive Committee Reports**

a. President

i. our next meeting on Tuesday April 11 at 7 pm at DW Library - voting on budget and next year's PTO Board members and celebrating Volunteer of the Year!

b. Vice President

i. Volunteer of the Year, Volunteer Appreciation Week

ii. LFF Update

iii. D103 Music Boosters Update

c. Treasurer

i. Year to Date Financials

ii. Request for receipts

**d. Communications**

 i. Update

5. **Events and Programs:**

1. **Ways and Means**: Run For D103, Membership discussion, School Supplies, Pizza Lunch
	1. **School Supplies**

**School Supplies 2017-2018 Proposal**

Last year, we had some issues with EPI regarding missing items and communication issues. So, this year we compared 3 different vendors to compare their prices and services they offer – SchoolKidz, 1st day school supplies and EPI. Couple of other vendors did not make the cut because they were not ready to offer home delivery.

Below is the price comparison by grade

|  |  |  |  |
| --- | --- | --- | --- |
| **Grade** | **School Kidz(Discount 20%)** | **EPI ( Discount 14%) + $9 shipping** | **Ist Day School Supplies + $11 Shipping** |
|
| **EC** | **38.51** | **46.01** | **55.99** |
| **K** | **70.51** | **77.99** | **89.99** |
| **1 Grade** | **36.61** | **43.63** | **54.99** |
| **2 Grade** | **59.60** | **66.50** | **75.99** |
| **3 Grade** | **47.95** | **54.87** | **68.99** |
| **4 Grade** | **64.81** | **67.76** | **75.99** |
| **5 Grade** | **64.51** | **68.34** | **87.99** |
| **6 Grade** | **67.82** | **70.49** | **88.99** |
| **7 Grade** | **55.09** | **52.22** | **73.99** |
| **8 Grade** | **42.46** | **50.17** | **68.99** |

**1st Day school supplies,** based on Ohio, very knowledgeable group and they are years of experience with supplies. The only drawback being that the prices were too high in comparison to EPI and with all the frustration from last year, we did not want to offer high prices this year which could potentially affect sales.

**SchoolKidz** is a Staples company and they have the lowest price, also they don’t charge anything extra for shipping. They have a fulfillment center in Lincolnshire which would make the shipping easier and efficient. They are giving us a good discount and offering supply gift packs for the schools. Also, they are offering a Kindergarten welcome mat program to have some giveaways and marketing during kindergarten orientation. We are going with **SchoolKidz as our vendor** this year for school supplies and hope this turns out to be a great association.

1. **School VPs:** Current and Past Events: SP Kids Day Out, HD Jump Rope For Heart, HD Indoor Recess, HD 3rd Gr Worlds Fair, HD 4th Gr State Fair, DW Life After Middle School, Teacher Appreciation Week
	1. **LS VPs**
* Kids Day Out was held at Blast Zone on March 2nd. All went well! We had approximately 60+ children sign up to participate.
* The annual Diabetes Walk is on Friday, April 21st.  We are working with Mr. L'Heureux to coordinate the purchase of water and popsicles for the event.  We will also assist with gathering volunteers to help at the event.
* Lauren Dardick and Jen Prosk have signed on to continue as the Sprague VP's for 2017-2018 and will begin discussions on next year's Sprague calendar.
	1. **Indoor Recess**
* Parent volunteer coverage continues to be strong with 2 to 4 volunteers signed up on any given day of the week.
* An inventory assessment of the 3rd and 4th grade recess bins was performed at the beginning of March.  Overall, most of the games were in great condition.  The main issue was missing pieces as was the case for Operation.  Other issues were due to box or board damage, or the entire game was missing from the bin.  All game pieces were sanitized and each game made whole using either replacement parts from other broken games or replaced entirely from the 5th grade stash of board games purchased last year.
* The following games will be purchased for the incoming 5th grade class:  Trouble, Uno Card Game, Mancala, Chess Set, Connect 4, Jenga, Melissa & Doug Suspend Game, and Apples to Apples Big Picture
	1. **Social Dance**

6th Grade Social Dance – 2017

Sixth Grade Social Dance was a huge success in 2017. Lessons were held Friday evenings, from Jan. 6 through Feb. 10 at 8 pm to 9:15 pm. Snow date was scheduled for Feb. 17, but not needed. Once again instructor Vera Schmidt and her assistants did an excellent job teaching dance and etiquette.

A save the date email blast was generated in early December. A flier was sent home with every 6th grader in mid December before winter break. (Printing cost was $32). Reminder emails were sent during and after break as well.

NEW this year, we hosted an opening night pizza party at 7:30 pm on Jan. 6 for all dance participants. We served Lou Malnati’s pizza and bottled water. (17 extra large thin crust cheese and two small gluten free pizza, total cost was $262.94).

In total, 102 students participated. Originally, 85 students signed up by Jan. 6. Then “bring a friend” night was Jan. 13. Twenty guests came, of which 15 signed up for the remainder of the session.

Parent Oberservation night was held Feb. 10. Feedback from parents was positive.

\*Note- 6th grade outdoor was held the week leading up to observation night. Half of the 6th graders returned the same day as parent night. Some parents requested moving the observation night to the following week. Dance chairs sent out a survey to determine whether to move the date. Two-thirds of parents voted to keep parent on the 10th.

PTO charged dancers $75 per students. PTO pays Vera Schmidt $55 per student. This left PTO with a net profit of $1705.04 after pizza and printing costs.

DW has reserved the dates of Jan. 12 – Feb. 23 for social dance in 2018. Vera Schmidt is also confirmed.

1. **Hospitality events**: PT Conferences
2. **Parent Ed:** Past and Upcoming Speakers

Parent Education is wrapping up for the year.  Our last program was this past Thursday when Sports Psychology Andrew Joy came to speak with parents.  Our attendance continues to be low for these events, but the speakers are always well received by those who do attend.  Our hope is that we find ways to make these events more attractive and better attended.   If you have any ideas about how to increase our attendance please let us know.

Also, we really want to spend this summer lining up speakers for next school year.  Our hope is to have a schedule of events at the start of the school you.  If you have any ideas of topics or speakers, please let us know.

1. Cultural & Fine Arts - Explore the Arts Day, Assemblies

**7. Calendar:**

**March 14-17, 2017 DW Art Cart (5th gr)**

**April 10, 2017 DW 8th gr Life After Middle School**

**April 19, 2017 HD 3rd grade World's Fair**

**April 23-29, 2017 Volunteer Appreciation Week**

8. New Business

9. Adjournment – Next Meeting Tuesday, April 11 at 7pm in DW Librar**y**