PTO Board Meeting Agenda September 13, 2016 – 7:00pm

Lincolnshire Swim Club

1. Call to Order and Attendance/Introductions

2. Approval of Minutes from May 2016 Meeting

3. Recording Secretary

a. Correspondence and Announcements

b. Attendance Sheet

c. School Board Meeting sign-up

4. Administrative Reports

a. Scott Warren-Superintendent

b. Katie Reynolds – Assistant Superintendent for Instruction

c. Sandy Simon - School Board Member

5. PTO Executive Committee Reports

a. President

i. Welcome and Thank You!

b. Treasurer

i. Introductory documents

ii. July and August Financial Statements

iii. Special Projects Status Update

c. Vice President

i. Volunteers

d. Communications

i. Introductory info

**6. Events and Programs:**

1. **School VPs:** Start of the new school year, room parents at SP, HD and DW
2. **Ways and Means**: School Supplies, DW Pizza Lunch, Membership, PTO Sponsors, Spirit Wear, Book Fair, Run for D103
	1. **Run D103 Update (May 20, 2017**): Jamie Contreras and Angela Geiges are the new co Directors for the 2017 event!
	2. **HD Recess Update:**
		* Including a volunteer sign-up sheet in the room parent's folders on curriculum night was a success.  Between the PTO file and sign-up sheets, we received a large number of volunteers with more to come from the remaining classes who have yet to forward their list.  Tracie has contacted the current list of recruits to begin coordinating a monthly schedule.
		* We are in the process of documenting some helpful rules and expectations during indoor recess in order to provide our new volunteers with a set of guidelines to use while supervising a classroom.  An email has been sent to Mrs. Mau asking for teacher's input and approval.
	3. **5th Grade Health Night**:
		* Boys: Monday, October 24, 2016
		* Girls: Tuesday, October 25, 2016
		* Volunteers needed to help serve ice cream.
3. **Hospitality events**: Welcome Back Teacher Breakfast, Back to School Bash (Sept. 9), Family Info Fair (Sept. 22),Parent Ed
	1. **Welcome Back** – Hospitality provided grab and go snacks at all three school for faculty and staff.
	2. **PTO Parent Education Update: September 2016**

Parent Education team is still trying to make definitive plans for speakers this year.

* We are planning to have a book discussion on “Screenwise:  Helping Kids Thrive (and survive) in their Digital World” with the hopes of having the author Devorah Heitner come help lead the discussion
* We are still finalizing plans for topics and speakers.  If you have any ideas of topics or speakers, please let us know.
* CPN - Community Parent Network (Stevenson based) has the following speakers coming up:
* September 22, Gail Lovely.
* Partnering with Vernon Area Public Library.
* 12-1pm “Literacy, Learning, Laps, and Laughter” <http://communityparentnetwork.org/event/gail-lovely-literacy-learning-laps-laughter-hands-session/> All ages welcome (parents and children).
* 7-8:30pm “Tech Keys: Opening Doors to Literacy” [**http://communityparentnetwork.org/event/gail-lovley-tech-keys-opening-doors-literacy/**](http://communityparentnetwork.org/event/gail-lovley-tech-keys-opening-doors-literacy/) Adults only.
* **October 6th Larry Silverberg, "The Character Formula: Fundamental Values of True Living".** Partnering with Stevenson High School. Mr. Silverberg's presentations have been described as "profound" and "highly creative and thoughtful." <http://communityparentnetwork.org/event/larry-silverberg-character-formula-fundamental-values-true-living/> Adults and youth 16+
	1. **Back to School Bash (Sept 9):** The hospitality committee hosted Back To School Bash at Sprague. Unfortunately, the weather did not cooperate and we had to cut the event short. But, A few dozen families stayed through the rain and still enjoyed the event.
1. **Cultural Arts**: Assemblies
	1. We're meeting with principals this week to discuss assembly options, additions and changes from last year.
	2. We would like to see if anyone would like to join Lisa Lewis to learn the ropes for next year. She is currently running Cultural Arts for DW, and would like to teach someone this year so they could do it on their own next year.
	3. Explore the Arts Day is held at Sprague this year. The date set in the schedule for February 16th is preliminary, as we need to make sure that it works with Stevenson's schedule since we get a large portion of our volunteers from them.
	4. Katie Wolf is in charge of Explore the Arts Day and is still looking for volunteers to help her plan. So keep your ears open and let her know of anyone looking for something to do!
2. Custodian Appreciation Day (October 4, 2016)
3. Bus Driver Appreciation Day (October 21, 2016)
4. Principal Appreciation Day (October 24, 2016)

7. New Business

8. Adjournment – Next Meeting **Tuesday, October 18th at 12p at Sprague Library.**