PTO Board Meeting Minutes April 11, 2017 – 7:00pm

Daniel Wright Library

1. Call to Order and Attendance

Katie Reynolds

Scott Warren

Sandy Simon

Rebecca Young

Gayathri Kalyanaraman

Michelle Kowalshi

Agnes Beatty

Tania Surane

Pavithra Sankaralingam

Ana Soonthornsima

Todd Spohnholtz

Sandy Switzer

Michelle Brooks

Heather Vasilenko

Christine Murray-Upadhyay

Jennifer Prosk

Katie Wolf

Rilina Ghosh

Thomas F. Heron

Hazel Weaver

Teresa Hansen

Tracie Conrad

Tiffany Etzel

Robin Babbo

Cristina Lopez

Karen Borgerding

2. Approval of Minutes from February and March 2017 Meetings

February minutes were approved. March minutes will be sent after the meeting.

3. Administrative Reports

a. Erinn Vincent and NJHS Students - Presentation

1. DW had a water bottle sell for the Book Tasting Event.

A flyer for the event, that is as a bookmark was sent out.

Will be 12 Book Chefs and they will have a drink or a food that goes along with a book that they chose to display and share.

Every family can register at the Revtrack store. See the flyer.

All money goes to Washington Elementary School. The goal is to get between 1300 and 1500 books for the summer.

2. Summer Books will be revealed at the event.

3. Next week is National Leadership Week. Is a chance from students to recognize other students.

4. A week after that will be Earth Week, April 24-28, 2017.

Presentation from students:

* The goal is to change the lunch trays for a biodegradable material.
* Is too expensive. They need to raise money.
* The proposal from the students is to allocate $8000 from Run D103 for the school year 2018-2019.

Question: You have two solutions. Why you are not going with the cheaper?

Answer: We are working with Quest, but they are under contract and we are looking on how to get out of that contract.

Question: After the two years and having new people, what happens?

Answer: Hoping that the people that come after us will see what we have done and maybe have more fund raisers, but we’ll have to see.

b. Scott Warren-Superintendent

1.    District Initiative Committees

The District is seeking volunteers to be a part of district committees to provide input and feedback regarding the 5th grade move to Half Day and the Start Times. The Transportation Committee will reconvene to discuss changes to transportation this year and next. Committees will meet three times, once this spring, once in the fall, and for a third time in the spring of 2018. Committees will be open to the public for people to hear the discussion. Please see the e-News sent on April 10, 2017 to express your interest in the committees.

2.    Updated furniture for classrooms

The District has been working with our architects to update classroom furniture to reflect 21st century learning. New tables, chairs, storage units, and writing surfaces are being designed to be more flexible to the learning needs of our students. A “model” classroom has been created for each grade level and specialty area. We will begin the process of converting classrooms this fall 2017 in each building. Classrooms will be converted each year as part of the budgeting process.

c. Katie Reynolds – Assistant Superintendent for Curriculum & Instruction

• The Daniel Wright Standards Based Grading Committee met in March to begin creating a DW SBG Grading Philosophy and Procedures document. A subset of this committee will attend and SBG workshop on April 18, 2017 presented by Rick Wormeli. As we move further down the path of SBG we will host parent presentations on the topic.

• PARCC testing is wrapping up this week at Daniel Wright. Half Day School has already finished.

• Fifth and eighth grade students will be taking the new Illinois Science Assessment either the end of April or beginning of May.

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d. Thomas Herion – Assistant Principal, Daniel Wright School

DW thanks the PTO for the Display Night, it was a success. The map is in Mr. Herion office and continues to be a success.

DW is preparing for transitions after loosing 5th grades.

DW is looking for reductions on class sizes.

Question: Is the school adding staff?

Answer: Yes, we’ll have more support for the students.

Question: Is Diversity Night will be repeated?

Answer: Yes, in some form. We need to continue addressing the diversity of our students.

Question: How many students got involved?

Answer: Don’t know the exact number. The event gave the opportunity to show other side of our students.

e. Sandy Simon - School Board Member

After April’s election Marissa Grossenbach and Liang Yang will join the District 103 Board of Education. Additionally, Malathy Dwaraknath, Kate Harper, and Anne van Gerven have been re-elected.

Retiring from the Board of Education are Sandy Simon and Sherri Thomas.

The new Board will be seated on Tuesday, May 2, 2017.

Additions to staff were approved:

1 Teacher to 3rd

1 Teacher to 5th

1 Assistant Principal at Laura Sprague

1 Assistant Principal at Half Day

4. Recording Secretary – Gustavo Guillen

a. Correspondence and Announcements

* **DW Spanish Class** – Katherine Snowden

1. Thank you for all your help with spreading the word to the parents about the two Student Council Roller Skating Events. With the two events, we raised $1,375.00 that we will be donating to Feed My Starving Children on April 26th when we volunteer. This is enough money to feed 196 children for an entire month!!

2. Thank you again for approving our request for funds to support stations in our Spanish classrooms at DW. We have already ordered and received many items and are very excited to get creative!

3. Lastly, on May 5th we will be having the last Lighted School House event. Could you please encourage parents to register their child online? We would greatly appreciate it. It's a fun event and we would love to have all the kids there.

b. Attendance Sheet

c. School Board Meeting sign-up

5. **PTO Executive Committee Reports**

a. President – Agnes Beatty

i. Approval of the 2017-18 PTO Board

Request for missing positions:

Welcome Committee – Family

8th Grade Dance – Jr

Game Night for 1st & K

Pizza Sales

Book Fair – DW

Motion to Approved: Ana Soonthornsima

Second: Karen Borgerding

b. Treasurer – Heather Vasilenko

i. Year to Date Financials

March has been slow, only the fund raising Jump Rope for Heart, pay for the Auditor, fund $8000 for alternative sitting for Half Day.

We have spent $130,000 at the end of March. Projected to spend $30,000 to end of school year.

Largest events funded by the District are 3rd & 4rd, State & World Fairs

Funded by PTO is the Dance & Graduation.

ii. Approval of the 2017-18 Budget

Motion to Approved: Tina Surane

Second: Christine Murray-Upadhyay

c. Ways and Means – Tiffany Etzel

i. Membership: Online Directory presentation

While doing the Directory for this year the topic of having an online directory came up. PTO explored what Stevenson has been doing.

A suggestion is made to use the same software: MySchoolAnywhere.

Pros: Access any time, updates information, can be printed, will be earlier in the year, link to maps and savings to PTO.

Cons: Not having the usual directory, a possible decline on membership and concerns with advertisers.

A video from MySchoolAnywhere.com was shown.

Question: Can you build a custom list?

Answer: Yes, you can customize a list.

Question: If a parent doesn’t want the membership what happens?

Answer: After a discussion from many PTO parents, Scott Warren explained: On registration you get to a point that get you to PTO, open a page where you can sign up to PTO, finish that process, click done and, you have to go back to the district page and finish submitting it.

d. Vice President – Tina Surane

i. Volunteer Appreciation Week gifts

ii. Volunteer of the Year Award!

Thank you to all the volunteers!

All the nominees are named with one comment included in their nomination:

Gayathri Kalyanaraman

Katie Wolf

Purba Mamidanna

Heather Vasilenko

Jeniffer Prosk

Teresa Hansen

Michelle Brooks

Rilina Ghosh

Robin Babbo

Yakov Nisenbaum

Ana Soonthornsima

Rebecca Young

Tiffany Etzel

Marybeth Lockwood

Runner Up: Michelle Brooks

Winner: Robin Babbo

Celebration in Honor of the Winner.

6. Calendar:

a. **8th Grade Health Night** – Tiffany Etzel

* 8th Grade Health night has been postponed to Wednesday, May 3rd at 7pm to accommodate for Passover holiday.

b. **HD Indoor Recess** – Teresa Hansen

* Parent volunteer coverage has been solid for the month.  We have been pleased with the participation this year.
* The following games were purchased for 5th grade:  Trouble, Uno Card Game, Mancala, Chess Set, Connect 4, Jenga, Melissa & Doug Suspend Game, and Apples to Apples Big Picture.  A deck of playing cards and 100 sheets of origami paper were also added to each bin.  If space is available, 5th grade recess bins will be stored in PTO storage until construction is completed and classrooms have been assigned. (Otherwise, I'll store them at my house for the summer.)
* The volunteer guidelines document was updated and posted on the PTO website.
* A co-chair guidelines document was created for the binder to facilitate the learning curve of new coordinators.

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

**April 21, 2017 SP Walk for American Diabetes Association**

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

**April 26, 2017 Administrative Appreciation Day**

**May 3, 2017 HD 4th Grade State Fair**

**May 3, 2017 DW 8th Grade Life After Middle School (7pm - 8:30 pm)**

**May 4, 2017 Kindergarten Parent Orientation Night, 6:30pm**

**May 5, 2017 DW 5th/6th Grade Lighted Schoolhouse, 2:30 - 4pm**

**May 8-12, 2017 Teacher Appreciation Week**

**May 9-12, 2017 DW Art Cart (5th gr)**

**May 10, 2017 School Nurse Appreciation Day**

**May 20, 2017 Run for D103 5k @ DW 8am**

**June 2, 2017 8th Grade Graduation Dance, DW Cafeteria, 7 pm**

**June 8, 2017 DW 6th grade Spring Fling**

8. New Business

9. Adjournment – Next Meeting Tuesday, May 16th at 12p at Vernon Area Public Library – ANNEX (Please park towards back of parking lot to enter annex building)