

Robert Crown School
PTO Board Meeting Minutes
May 20th, 2019 7:00pm

BOARD MEMBERS IN ATTENDANCE

Board President Cara Mohr presiding. Board members Mindy Kosiak, Jen Jandula and Maria Pridacha.

COMMITTEE CHAIRS IN ATTENDANCE

Rose Ready

GUEST ROLL CALL

Lisa Wilk

STAFF ROLL CALL

No attendance.

CALL TO ORDER

Board President Cara Mohr called the meeting to order at 7:08 p.m.

APPROVAL OF MINUTES

Approval of April 29, 2019 board meeting minutes. **Motion to approve made by Stephanie Knapik second by Jen Jandula. Motion carries.**

PRESIDENT'S REPORT

1. Board President Cara Mohr provided the following recaps:
 - a. Welcome Cara Silverman as Co-VP, Stephanie Knapik as Treasurer, Maria Pridacha as Secretary
 - b. Motion to appoint Maria Pridacha as secretary. **Motion to approve made by Lisa Wilk, second by Stephanie Knapik. Motion carries.**
 - c. Moving forward with larger carts for classrooms.
 - d. Young author program cancelled and \$150 check came back. \$50 Barnes and Noble GC purchased for three winners.
 - e. District PTO meeting – Due to overage of funds, they will cover insurance and finance manager for us.

FINANCIALS & TREASURER REPORT

1. Expenses logged this month: See Attached
2. Income logged this month: See Attached
3. Next month we will have profits logged for restaurant nights, popcorn, track a thon pledge, and spring fair.
4. Discussion regarding possibly capping transportation costs for field trips.

APPROVAL OF EXPENDITURES

1. Request for 1st grade field trip 975.48. **Motion to approve made by Mindy Kosiak, seconded by Cara Silverman. Motion carries.**
2. Request for 4th Grade: \$739.17 from Amazon Whiteboards, timers, mechanical pencils, headphones. **Motion to approve made by Lisa Wilk, seconded by Stephanie Knapik. Motion carries.**
3. Request for 35 Carts at \$52 each, 1,820. **Motion to approve made by Mindy Kosiak, seconded by Cara Silverman. Motion carries.**
4. Request for yearbook balance to be paid: \$3,999.07. **Motion to approve made by Jen Jandula, seconded by Rose Ready. Motion carries.**
5. Bookflix: \$1.436 paid by August 15th. **Motion to approve made by Jen Jandula , seconded by Cara Silverman. Motion carries.**
- 6.

STAFF LIAISON REPORTS

1. Nothing to report.

COMMITTEE REPORTS

1. Bingo Night
 - a. Chair Cristi Barry (absent): N/A
2. Birthday Books
 - a. Chair Rose Ready: we need chapter books.
 - b. Board and members agreed to budget \$50 for Rose to spend on shopping.
 - c. Rose will look at GoodWill.
3. Book Fair
 - a. Chairs Katie Kittelson (absent) and Meghan Reimers (absent): \$864 purchase made
 - b. 6 Tabletop browsers purchased from Scholastic with Scholastic dollars for \$329.93
4. Bon Voyage
 - a. Great time!
 - b. 141/159 kids came!
5. Box Tops
 - a. Chairs Amy Hortillosa (absent) and Mandy Peloquin (absent): Kathy DeWar and Mindy will take over for next year.
6. Bulletin Boards
 - a. Chair Melissa Kiekow (absent): No news to report.
7. Date Night with Dad
 - a. Chair Susana Sancen (Absent): Maria Pridacha and Lisa Wilk to co-chair next year.
8. Date Night with Mom
 - a. Chair Susana Sancen (Absent): Maria Pridacha and Lisa Wilk to co-chair next year.
9. District and Community Relations
 - a. Chair Maria Martinez: Flyers for school supply kits sent home Friday and office has extra copies.
10. Fundraising
 - a. Chair Nicole Cacioppo (absent): Cara has ideas for February of Otis cookies. And Auntie Ann pretzel kits!
11. Holiday Shop
 - a. Chair Cara Mohr: No news to report.
12. Kindergarten Step Up

- a. Chair Stacey Tyrken (absent): Event will be held on May 23rd (AM and PM).
- 13. Landscaping
 - a. Chair Cara Mohr: Meeting rescheduled for May 23rd with Acres Group of Wauconda.
- 14. PTO Membership-District and Data Entry
 - a. Chair Becky Sears (absent): No news to report.
- 15. Nomination Coordinator
 - a. Chair Jessica Schachelmayer (absent): Thank you to election committee.
- 16. PBIS
 - a. Chair Stephanie Knapik: Teachers and kids want Jim Jones back. Stephanie will look into what he offers to make sure fall would be a different show. Will check availability for September and October. Remaining funds will be spent on popsicles to hand out this Friday at 2:30 – 3:05 at assembly. Track a thon awards, 5th grade dance. Cara Silverman and Stephanie to come early to separate popsicles by class.
- 17. Popsicle Sales
 - a. Chair Christy Goodale (absent): Possible new chair.
- 18. Popcorn Sales
 - a. Chairs Kimia Walton (absent) and Helen Heifers (absent): May 10th brought in 302.62
- 19. Pumpkin Fest
 - a. Chair Kim Foley (absent): Amy Schnider and Meghan Jansen will be chairing this committee next year.
- 20. Restaurant Benefit Nights
 - a. Look into Fratellos and Deacons checks. Confirm checks will not be mailed after school is out.
- 21. Room Parents
 - a. Chair Katie Kittelson (absent): No news to report.
- 22. Schwans Cares
 - a. Chair Jessica Schachelmayer (absent): Received a check for \$10.20 from last month.
- 23. Spirit Wear
 - a. Chair Tara Simonelli (absent): Still waiting for check.
 - b. Will stay with current vendor of Complete Image Apparel.
 - c. Fall sale August 13th – August 30th.
 - d. New board members will be able to preview and receive 25 percent off towards samples
- 24. Staff Appreciation
 - a. Chair Lulu Chapa (absent): No news to report.
- 25. Track-a-Thon
 - a. Chair Cara Silverman and Christi Hebel: Jen to send out email to committee if anyone needs reimbursements due by next Tuesday.
 - b. Donation revenue \$7,219 – Half goes to P.E. DEPT
 - c. T Shirt revenue \$ 1,716
- 26. Volunteer Coordinator/Sign-up Genius
 - a. Chair Christi Hebel(absent): Give her calendar by June
- 27. Yearbook
 - a. Cara Mohr: The Yearbooks will be distributed on May 30.

NEW BUSINESS

Board President reported: No news to report, all was covered in above topics.

ADJOURNMENT

Board president Cara Mohr entertained a motion to adjourn. Motion made by Jen Jandula seconded Mindy Kosiak. Motion carries. Meeting adjourned at 8:53pm.