

Robert Crown School
PTO Board Meeting Minutes
August 31st, 2020 7:00PM

BOARD MEMBERS IN ATTENDANCE

Board President Cara Silverman presiding. Board members Marie Meyer, Maria Pridacha-Martinez, Stephanie Knapik.

COMMITTEE CHAIRS IN ATTENDANCE

Cristi Barry, Lisa Wilk, Cara Mohr, Cynthia Henrichs, Amy Schneider, Brooke Held, Megan Jansen, Sara Alberchinski

GUEST ROLL CALL

Danielle Rose, Paulina Stephens, Hye Kyung Ma(Helen), Mark Lowderman, Ken Reyes, Lynn Mills

STAFF ROLL CALL

Tammy Whitfield

CALL TO ORDER

Board President Cara Silverman called the meeting to order at 7:05 p.m.

APPROVAL OF MINUTES

Approval of May 14th, 2020 board meeting minutes. **Motion to approve made by Marie Meyer, seconded by Cara Mohr. Motion carries.**

PRESIDENT'S REPORT

1. PTO Board introductions
2. 2019-2020 recap
 - a. Raised over \$50,000!
 - b. Big purchases this year include front bathroom remodels
 - c. Front entrance refresh
 - d. Many new library books purchased
 - e. Young authors competition
 - f. Chess club started with Mrs. Whitfield
 - g. New lounge fridge purchased
 - i. Will stock the fridge once we can get into the building
 - h. Gym equipment purchased
 - i. Big rug purchase for front entrance

- j. Conference room update once we can get into the building
- 3. Fundraisers will look different this year
 - a. Restaurant nights are important because they help local businesses as well as us!
- 4. Mascot folders
 - a. PTO membership is open
 - i. \$6 to join and the money goes to the district, and anything donated above that goes to the designated school.
 - b. Yearbook
 - i. Sale is open till September 4th
 - c. Mumms Sale
 - i. \$15 per mummm or 3 for \$40
 - ii. Pick up is September 29th 4-7pm
 - 1. Will need volunteers from 1pm to unload and then help with parent pick up.
 - iii. PTO meetings will be on zoom for now
 - iv. Spirit Wear
 - 1. New company used this year, Cotton and Ink
 - 2. Orders due September 4th
 - 3. Password is bulldogs for the link
 - v. Restaurant Night
 - 1. Bulldogs fundraiser this Wednesday and please bring the flier to turn in.
 - 2. October will be at Culvers all day
 - 3. December will be at JJ Twigs
 - 4. November is still being figured out
 - 5. Restaurant nights will be posted on Facebook as well
 - vi. Box Tops
 - 1. Can collect if you see any otherwise it is mainly receipts to scan in.
 - 2. No contest this year
 - 3. Download app to scan in receipts
 - vii. Market Day
 - 1. Delivery only to the home

FINANCIALS & TREASURER REPORT

Treasurer Stephanie Knapik:

- 1. Current Balance: \$60,223.62
- 2. Bathroom renovation: \$38,000
- 3. Bookflix renewal: \$1,436.00
- 4. New rug: \$826.58
- 5. Outstanding transportation check: \$2562.35

APPROVAL OF EXPENDITURES

\$1000.00 for lounge refrigerator . **Motion to approve by for Brooke Held, seconded by Cara Mohr. Motion carries.**

STAFF LIAISON REPORTS

Nothing to report.

COMMITTEE REPORTS

1. Birthday Books
 - a. Chair Rose Ready(absent):
 - b. Cannot give out birthday books right now.
 - c. Still collecting books, especially chapter books.
2. Bingo Night
 - a. Chair Tanya Vogel(absent):
 - b. No news at this time.
3. Bon Voyage
 - a. Chair OPEN:
 - b. This year it is held at Wauconda Grade School.
4. Book Fair
 - a. Meghan Reimers(absent) and Christi Hebel(absent) :
 - b. Week of September 14th and will be virtual again.
 - c. Virtual book fair brought in about \$12,000 - \$14,000 less than it normally would so we will need to push this.
5. Box Tops
 - a. Chair OPEN:
 - b. No news to report.
6. Bulletin Boards
 - a. Chair Melissa Kiekow(absent):
 - b. No one can be in the school so it is not being updated currently.
7. Date Night with Dad
 - a. Chair Maria Martinez and Lisa Wilk:
 - b. Working on other ideas for at home date night.
 - c. Contacted McHenry Drive in but they are all booked up.
8. Date Night with Mom
 - a. Chair Maria Martinez and Lisa Wilk:
 - b. No news to report.
9. District and Community Relations
 - a. Chair Maria Martinez:
 - b. Conlon and Thompson candy buy back program will still be happening.
 - c. Check from school supply kits will come after October 1st
 - d. Re-signing contract with school supply company for next year.
10. Facebook Communications
 - a. Chair Marie Meyer:
 - b. No news to report.
11. Family Book Fair Night
 - a. Chair Christi Hebel(absent):
 - b. No news to report.
12. Family Literacy Night
 - a. Chair Christi Hebe(absent):
 - b. No news to report.
13. Fundraiser Coordinator-Partnership
 - a. Open Position
 - b. No news to report.
14. Fundraiser Coordinator-Catalog
 - a. Chair Tanya Voge(absent):

- b. No news to report.
- 15. Holiday Shop
 - a. Chair Cara Mohr:
 - b. Biggest fundraiser of the year.
 - c. About ¼ of the items have already been purchased.
- 16. Kindergarten Step Up
 - a. Chair OPEN:
 - b. No news to report.
- 17. Landscaping
 - a. Chair Cara Silverman:
 - b. Decided not to do anything big this year due to funds not coming in.
- 18. Market Day
 - a. Chair Cynthia Henrichs:
 - b. No news to report.
- 19. PTO Membership-District and Data Entry
 - a. Chair Becky Sears(absent):
 - b. No news to report.
- 20. Newsletter
 - a. Chair Marie Meyer:
 - b. No news to report.
- 21. Nomination Coordinator
 - a. Chair OPEN:
 - b. Easy at home job to work with schools in the area and makes calls to nominated individuals.
- 22. PBIS
 - a. Chair Nicole Hill(absent):
 - b. All assemblies are on hold due to covid.
- 23. Popsicle Sales
 - a. Chair Sara Alberchinski and Katie Lauer(absent):
 - b. No news to report.
- 24. Popcorn Sales
 - a. Chairs Kimia Walton(absent) and Helen Heifers(absent):
 - b. No news to report.
- 25. Pumpkin Fest
 - a. Chair Amy Schneider and Megan Jansen:
 - b. School run this event but PTO helps out
 - c. Maybe sell pumpkins this year
- 26. Restaurant Benefit Nights
 - a. Chair Cynthia Henrichs:
 - b. No news to report.
- 27. Room Parents
 - a. Chair Cristi Barry and Stephanie Knapik:
 - b. No room parents at this time.
 - c. Anyone who emails showing interest right now is being written down.
- 28. Spirit Wear
 - a. Chair Tara Simonelli(absent) and Christi Hebel(absent):
 - b. Sale ends September 4th
- 29. Staff Appreciation Monthly/TAW
 - a. Chair Brooke Held:
 - b. Back to school staff appreciation ideas

- i. Picnic Basket - 7.50 per person for lunch
 - ii. Panera \$9-11 per person for lunch
 - iii. Subway \$7 sandwich \$9 for wrap per person for lunch
 - c. Possibly add a co-chair especially for when we go back in person.
- 30. Track-a-Thon
 - a. Chair Cara Silverman and Christi Hebe(absent)!
 - b. Last year it was moved to October
 - c. This year moving back to May in hopes of being able to do it due to Covid19
- 31. Volunteer Coordinator/Sign-up Genius
 - a. Chair Christi Hebe(absent)!
 - b. Volunteer sign ups will be sent out once we have the need.
- 32. Website Coordinator
 - a. Chair Marie Meyer:
 - b. No news to report.
- 33. Yearbook
 - a. Chair Maria Martinez:
 - b. Yearbook sales are currently at 84 books.
 - c. Will extend the sale to hopefully get more orders.
 - d. Links will be sent out for families and teachers to upload photos.
 - e. Adding a Spirit Week in September because Attendance Week has been cancelled.
- 34. Teacher Toy Store
 - a. Chair Marie Meyer:
 - b. Still looking for more items

NEW BUSINESS

Board President reported:

- 1. Please join the facebook page for all updates and news!

ADJOURNMENT

Board president Cara Silverman entertained a motion to adjourn. Motion made by Marie Meyer, seconded Cara Mohr. Motion carries. Meeting adjourned at 8:31 p.m.

Minutes submitted by: Maria Pridacha-Martinez