

## Robert Crown School

### PTO Board Meeting Minutes

January 25th, 2021 7:00PM

#### BOARD MEMBERS IN ATTENDANCE

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

#### COMMITTEE CHAIRS IN ATTENDANCE

Cara Mohr, Cynthia Heinrichs, Tanya Vogel, Lisa Wilk, Danielle Rose, Cristi Barry, Amy Schneider, Brooke Held

#### GUEST ROLL CALL

David Valencia-Ebel, Lori

#### STAFF ROLL CALL

N/A

#### CALL TO ORDER

Board President Cara Silverman called the meeting to order at 7:06 p.m.

#### APPROVAL OF MINUTES

Approval of November 23rd, 2020 board meeting minutes. **Motion to approve made by Marie Meyer, seconded by David Valencia-Ebel. Motion carries.**

#### PRESIDENT'S REPORT

1. Holiday Spirit Wear sales profited \$151.
2. Family Date night is coming up!
3. Panhandler's pizza fundraiser will be at the same time as Family Date Night in, but you do not have to participate in one to do the other. They will be \$10 per pizza.
4. Spring flower sales with Countryside will be happening. Countryside has new owners so we are waiting to hear back details. Looking at the first week of May or around there.
5. We are stocking the fridge for the staff, a sign up genius was posted on Facebook for donations.
6. The second fridge is being used for lunch boxes etc.

#### FINANCIALS & TREASURER REPORT

Treasurer Stephanie Knapik:

1. Current Balance \$ 62,405.02

2. No update for a bathroom invoice.
3. Cash Deposit of \$4,086.30 from Holiday Shop.
4. Square reader total from Holiday Shop was \$2766.50.
5. Square reader fee from Holiday Shop was 79.20.
6. Final from the Holiday Shop was \$6,773.60.
7. Check back from the village \$260.
8. Transportation needs a new check as they misplaced the check we wrote them from July 2020.

## **APPROVAL OF EXPENDITURES**

N/A

## **STAFF LIAISON REPORTS**

Nothing to report.

## **COMMITTEE REPORTS**

1. Birthday Books
  - a. Chair Rose Ready(absent):
  - b. Mrs. Diol approved Rose to go in and organize but she has to stay masked and gloved.
  - c. Rose can pass out books and we will have to catch up on all the kids who had a birthday which passed.
2. Bingo Night
  - a. Chair Tanya Vogel:
  - b. No plan to meet so it will probably not happen.
3. Bon Voyage
  - a. Chair OPEN:
  - b. No news to report.
4. Book Fair
  - a. Meghan Reimers(absent) and Christi Hebel(absent):
  - b. March 15th-19th 2021 Spring Book Fair
5. Box Tops
  - a. Chair OPEN:
  - b. \$14 profit from hard box tops.
  - c. Scanned box tops are still being accepted.
6. Bulletin Boards
  - a. Chair Melissa Kiekow(absent):
  - b. No news to report.
7. Date Night with Dad
  - a. Chair Maria Martinez and Lisa Wilk:
  - b. Family Date Night In will be February 26th.
  - c. Movie for the younger group will be Abominable.
  - d. Second movie option is The House With The Clock In Its Walls.
  - e. There will be a package option for one movie and a \$5 add on to watch both movies.
  - f. Families will have 24 hours to watch the movies via the links.
  - g. There will be add on candy and popcorn options as well.
8. Date Night with Mom
  - a. Chair Maria Martinez and Lisa Wilk:
  - b. Family Date Night In will be tied in for Date Night with Mom.

9. District and Community Relations
  - a. Chair Maria Martinez:
  - b. School supply lists are being worked on and once they are approved and submitted to EPI they will be sent to schools to start fundraising.
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. Chair OPEN
  - b. No news to report.
14. Fundraiser Coordinator-Catalog
  - a. Chair Tanya Vogel:
  - b. No news to report.
15. Holiday Shop
  - a. Chair Cara Mohr and Danielle Rose:
  - b. Great event!
  - c. Was cut short by one day due to only having 3 families registered for that day, but they were able to be moved to a previous day.
  - d. We made over \$5,000 in profit but the final numbers will be provided once Cara puts in the cash deposits.
16. Kindergarten Step Up
  - a. Chair OPEN:
  - b. Possibly make a video with PTO helping for the incoming 1st graders.
17. Landscaping
  - a. Chair Cara Silverman:
  - b. No news to report
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. No news to report
  - c. Will need to find someone to chair this position.
22. PBIS
  - a. Chair Nicole Hill(absent):
  - b. No news to report.
23. Popsicle Sales
  - a. Chair Sara Alberchinski(absent) 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(absent):
  - b. No news to report.
- 26. Restaurant Benefit Nights
  - a. Chair Cynthia Henrichs:
  - b. Slyce has not gotten back with the total yet and Cynthia will reach out to them tomorrow.
  - c. JJ Twigs had a profit of 148.85.
  - d. Whisk is coming up February 3rd and 6th.
  - e. Panhandlers late February.
  - f. May should be Mexican for Cinco De Mayo!
- 27. Room Parents
  - a. Chair Cristi Barry and Stephanie Knapik:
  - b. Looking to add room parents in and doing something on Wednesdays when everyone is remote.
  - c. Mystery readers could be an option as well.
- 28. Spirit Wear
  - a. Chair Tara Simonelli(absent) and Christi Hebel(absent):
  - b. No news to report.
- 29. Staff Appreciation Monthly/TAW
  - a. Chair Brooke Held:
  - b. Need donations to stock the fridge.
- 30. Track-a-Thon
  - a. Chair Cara Silverman and Christi Hebel(absent):
  - b. No news to report
- 31. Teacher Toy Store
  - a. Chair Marie Meyer:
  - b. No news to report.
- 32. Volunteer Coordinator/Sign-up Genius
  - a. Chair Christi Hebel(absent):
  - b. No news to report.
- 33. Website Coordinator
  - a. Chair Marie Meyer:
  - b. No news to report
- 34. Yearbook
  - a. Chair Maria Martinez:
  - b. Send an email to Mrs.Diol for an idea of a zoom picture to use for class photo.
  - c. Collecting photos currently!
  - d. Will email specials teachers to take screenshots during classes.

## **NEW BUSINESS**

Board President reported:

- 1. Open Chair Positions
  - a. Box Tops

- b. Kindergarten Step Up
- c. Co Chair Staff Appreciation
- d. Bon Voyage

## **ADJOURNMENT**

**Board president Cara Silverman entertained a motion to adjourn. Motion made by Cara Mohr, seconded Marie Meyer. Motion carries. Meeting adjourned at 8:23 p.m.**

Minutes submitted by: Maria Pridacha-Martinez