

Robert Crown School

PTO Board Meeting Minutes

August 26th, 2021 7:00PM

BOARD MEMBERS IN ATTENDANCE

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

COMMITTEE CHAIRS IN ATTENDANCE

Lori Davidson, Cara Mohr, Danielle Rose, Tanya Vogel, Helen Helfers, Katie Lauer, Cristi Barry, Lisa Wilk, Christi Hebel, Megan Jansen, Sara Alberchinski, Amy Schneider, Ginny Sobieski

GUEST ROLL CALL

Erin Reid, Mary Bockelmann, Lisa Browning, Amy Knee, Robert Wilson, Stacy Marotz, Mariel Doty

STAFF ROLL CALL

N/A

CALL TO ORDER

Board President Cara Silverman called the meeting to order at 7:04 p.m.

APPROVAL OF MINUTES

Approval of May 24th, 2021 board meeting minutes. **Motion to approve made by Marie Meyer, seconded by Cynthia Heinrichs. Motion carries.**

PRESIDENT'S REPORT

1. Introductions of board
2. Were not able to do as much fundraising as normal, but we were able to host:
 - a. Off site holiday shop.
 - b. Virtual Date Night
 - c. Several staff events.
 - d. Teacher Appreciation Week
 - e. Bon Voyage
3. PTO purchases this year include:
 - a. Purchased a new PE system
 - b. Purchased new book shelves for the library.
4. Hoping to host all events at some sort of capacity at the school, but will host virtually if needed.
5. Goal this year is to update the conference room.

6. Approved in May, we purchased two standing bookcases, totaling \$2,227.58. Book Fair earnings covered \$798 and PTO covered the rest.
7. Bulldog Folders
 - a. Went over everything in the folder.

FINANCIALS & TREASURER REPORT

Treasurer Stephanie Knapik:

1. Current Balance \$ 53,331.10
2. Landscaping was approved in May and the total ended up being 548.63.

APPROVAL OF EXPENDITURES

1. Approval for PE Sound System \$1,190 from Full Compass Systems. **Motion to approve made by Marie Meyer, seconded by Stephanie Knapik. Motion carries.**
2. Approval for BookFlix which the library and teachers use, \$1436, paid for on August 10th. **Motion to approve made by Cara Mohr, seconded by Christi Hebel. Motion carries.**
3. Approval for poster paper and laminate for the school to use, purchased August 17th for \$524.22. **Motion to approve made by Cynthia Heinrichs, seconded by Katie Lauer. Motion carries.**
4. Approval for welcome back lunch from Picnic Baskets, \$805.50. **Motion to approve made by Marie Meyer, seconded by Cara Mohr. Motion carries.**

STAFF LIAISON REPORTS

Nothing to report.

COMMITTEE REPORTS

1. Birthday Books
 - a. Chair Rose Ready(absent):
 - b. No news to report.
2. Bingo Night
 - a. Chair Tanya Vogel & Ginny Sobeiski:
 - b. Hosted at the high school by Wauconda Grade School.
3. Bon Voyage
 - a. Chair Maria Martinez & Stephanie Knapik:
 - b. No news to report.
4. Book Fair
 - a. Christi Hebel(absent):
 - b. Fall Book Fair is confirmed for the week of November 8th.
5. Box Tops
 - a. Chair Marie Meyer:
 - b. Use the APP
6. Bulletin Boards
 - a. Chair OPEN:
 - b. No news to report.
7. Date Night with Dad
 - a. Chair Maria Martinez and Lisa Wilk:
 - b. Set for February 11th.
8. Date Night with Mom
 - a. Chair Maria Martinez and Lisa Wilk:

- b. Set for April 29th.
- 9. District and Community Relations
 - a. Chair Maria Martinez:
 - b. No news to report.
- 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-Catalog
 - a. Chair Cara Silverman:
 - b. No news to report.
- 14. Holiday Shop
 - a. Chair Cara Mohr and Danielle Rose:
 - b. Cara and Danielle are meeting soon to go over details.
 - c. Week of December 6th or December 13th.
 - d. Will need lots of volunteers.
- 15. Kindergarten Step Up
 - a. Chair Maria Martinez and Marie Meyer:
 - b. No news to report.
- 16. Landscaping
 - a. Chair Cara Silverman:
 - b. No news to report
- 17. Market Day
 - a. Chair Cynthia Henrichs:
 - b. Will ship anywhere in the US so anyone can support!
- 18. Newsletter
 - a. Chair Marie Meyer:
 - b. No news to report
- 19. Nomination Coordinator
 - a. Chair OPEN:
 - b. No news to report
- 20. PBIS
 - a. Chair Marie Meyer & Cara Silverman:
 - b. No news to report.
- 21. Popsicle Sales
 - a. Chair Sara Alberchinski and Katie Lauer and Helen Helfers and Lori Davidson: :
 - b. Start in September and will alternate each month with Helen and Lori.
- 22. Pumpkin Fest
 - a. Chair Amy Schneider and Megan Jansen:
 - b. No news to report.
 - c. We do not think it will happen as it brings in so many people indoors.
- 23. Restaurant Benefit Nights
 - a. Chair Cynthia Henrichs:
 - b. September 7th at Culvers
- 24. Room Parents

- a. Chair Cristi Barry and Stephanie Knapik:
 - b. No news to report.
25. Spirit Wear
- a. Chair Cara Silverman:
 - b. No news to report.
26. Staff Appreciation Monthly/TAW
- a. Chair Brooke Held(absent) & Carrie Temkin(absent):
 - b. If anyone is willing to take a month or help out please reach out.
27. Track-a-Thon
- a. Chair Cara Silverman and Christi Hebel(absent):
 - b. As of right now it is scheduled for October 12th.
28. Teacher Toy Store
- a. Chair Marie Meyer:
 - b. Teachers loved it as it was done during the luncheon.
29. Volunteer Coordinator/Sign-up Genius
- a. Chair Christi Hebel(absent):
 - b. No news to report.
30. Website Coordinator
- a. Chair Marie Meyer:
 - b. No news to report.
31. Yearbook
- a. Chair Maria Martinez:
 - b. Flyers are not ready yet but hopefully will be soon.
 - c. Cover will be due by December 1st.

NEW BUSINESS

Board President reported:

- 1. Open Chair Positions
 - a. N/A

ADJOURNMENT

Board president Cara Silverman entertained a motion to adjourn. Motion made by Marie Meyer, seconded by Cynthia Heinrichs. Motion carries. Meeting adjourned at 8:19 p.m.

Minutes submitted by: Maria Pridacha-Martinez