

Robert Crown School

PTO Board Meeting Minutes

November 30th, 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

Danielle Rose, Cara Mohr, Lisa Wilk, Amy Schneider, Christi Hebel, Sara Alberchinski

GUEST ROLL CALL

N/A

STAFF ROLL CALL

N/A

CALL TO ORDER

Board President Cara Silverman called the meeting to order at 7:01 p.m.

APPROVAL OF MINUTES

Approval of October 26th, 2021 board meeting minutes. **Motion to approve made by Marie Meyer, seconded by Stephanie Knapik. Motion carries.**

PRESIDENT'S REPORT

1. Track-a-Thon raised \$13,777 which is the highest that has ever been raised!
2. \$1,525.50 was raised from t-shirt sales.
3. Kindness bulletin board is coming down, and the winter theme is going up.
4. Winter party is coming up December 22nd, 10-11am for AM Kindergarten and 2-3pm for PM Kindergarten and rest of the grades.
 - a. Small prizes etc are allowed and preferably will be sent home 48 hours in advance.
5. Book Fair - we will go over final numbers in January.
6. Holiday Shop Spirit week is coming up.
7. We will be giving each grade level \$1000 to use for their classrooms etc, each grade level facilitator will respond with their grade level decision. Specials will also receive an amount.

FINANCIALS & TREASURER REPORT

Treasurer Stephanie Knapik:

1. Current Balance \$ 43,350.67
2. El Norteno fundraiser was \$55.
3. Market Day \$100.45
4. October \$224

APPROVAL OF EXPENDITURES

1. Approval for \$1000 for each grade as a gift. **Motion to approve made by Christi Hebel, seconded by Cynthia Heinrichs. Motion carries.**

STAFF LIAISON REPORTS

Nothing to report.

COMMITTEE REPORTS

1. Birthday Books
 - a. Chair Tanya Vogel(absent) & Ginny Sobeiski(absent):
 - b. Going well!
2. Bingo Night
 - a. Chair Tanya Vogel(absent) & Ginny Sobeiski(absent):
 - b. No news to report.
3. Bon Voyage
 - a. Chair Maria Martinez & Stephanie Knapik:
 - b. No news to report.
4. Book Fair
 - a. Christi Hebel & Jenna(absent):
 - b. The Book Fair went really well and will be reported in January.
5. Box Tops
 - a. Chair Marie Meyer:
 - b. SCAN your receipts please!
6. Bulletin Boards
 - a. Chair OPEN:
 - b. Kindness board will be coming down and the winter theme will be going up.
 - c. Kids will make snowflakes to go up on the board.
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. Candy was delivered to Conlon and Thompson but no news yet.
10. Facebook Communications
 - a. Chair Marie Meyer:
 - b. No news to report.
11. Family Book Fair Night
 - a. Chair Christi Hebel:
 - b. No news to report.
12. Family Literacy Night

- a. Chair Christi Hebel:
 - 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. Finalizing bank with Stephanie.
 - c. All set for Candy Cane day.
 - d. Wednesday and Thursday are very empty and need to push those dates.
 - e. Will be sending a message to Karen to Bright Arrow about the holiday shop.
 - f. Need more volunteers Wednesday and Thursday.
 - g. Need help this Sunday at 1pm to move from Cara Mohrs home to Volo Village Hall.
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. No news to report.
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(absent) and Helen Helfers(absent) and Lori Davidson(absent):
 - b. No news to report.
22. Pumpkin Fest
 - a. Chair Amy Schneider and Megan Jansen(absent):
 - b. No news to report.
23. Restaurant Benefit Nights
 - a. Chair Cynthia Henrichs:
 - b. Culvers is sending their check.
 - c. Earned \$50 from Deacons and he is sending cash.
 - d. December 1st is JJ Twigs and they are donating 15%.
24. Room Parents
 - a. Chair Cristi Barry(absent) and Stephanie Knapik:
 - b. Cristi will send out an email regarding favors being allowed now.
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. No news to report.
- 27. Track-a-Thon
 - a. Chair Cara Silverman and Christi Hebel:
 - b. P.E. receives half of what was made which will be about \$6,404.
- 28. Teacher Toy Store
 - a. Chair Marie Meyer:
 - b. No news to report.
- 29. Volunteer Coordinator/Sign-up Genius
 - a. Chair Christi Hebel:
 - b. Christi will look into if there is a way to hide sign up slots that are filled so people do not have to scroll so much to find options.
- 30. Website Coordinator
 - a. Chair Marie Meyer:
 - b. No news to report.
- 31. Yearbook
 - a. Chair Maria Martinez:
 - b. Yearbook covers were mailed in and winners will be announced soon.

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 Cara Mohr seconded by Stephanie Knapik. Motion carries. Meeting adjourned at 7:51 p.m.

Minutes submitted by: Maria Pridacha-Martinez