



WREDLING PTO MEETING
September 4, 2019, 7PM
Conference Room D
Meeting Minutes

Meeting Attendees: Lidia Granger, Katie Stan, Roberta Lee, Tim Loversky, Jennifer Brosnan-Flores, Barb Staker, Tobey Bartel, Mayra Gonzale, Diane Wachowski, Mark Wachowski, Filseta Sereke-Berhan

- I. **Call to Order** Lidia Granger
Lidia Granger called the meeting to order at 7:05PM
- II. **Approval of Minutes** Lidia Granger
Approval of May 2019 minutes Lidia Granger motions, Roberta Lee seconds. Vote resulted in majority approval.
- III. **President's Report** Lidia Granger
 - a. **Introductions:** Lidia Granger introduced herself and the Board Members to the meeting attendees.
 - b. **Robert's Rules of Order:** will be the way the meetings are going to be run.
 - c. **Vice-President:** Lidia Granger motions to vote in Katie Stan as Vice-President, second Jennifer Brosnan-Flores. Vote resulted in majority approval.
 - d. **Wredling PTO Bi-Laws:** A old copy of Bi-laws were found terms were updated, and board members signed and they will be posted to the website. We have the option of approving board members for more than 2 terms.
 - e. **TREK:** Carryover business from last year is a funding request for TREK of \$4,000. Lidia Granger motions to approve \$4,000 from last year's budget, second Diane Wachowski. Vote resulted in majority approval. More information about TREK can be found on the

Wredling Website. <https://sites.google.com/d303.org/wms-studyskillstrek/home>.

- f. **Budget:** This year's budget is approved. The goal is to spend the money raised this year on this year's students. However, we will keep a \$10,000 budget carry-over for the next year.
- g. **Committee Spending:** Committee chairs must have board approval of any spending that is in excess of the budget. Any spending in excess of the budget may not be reimbursed.
- h. **Exempt Tax ID:** We do have a tax ID to take part of tax exemption.
- i. **Let's Talk:** Let's Talk is a great place to directly get your questions, challenges and feedback addressed. Wredling Facebook Pages (including PTO) are not the place to have discussions and or feedback for the school/teachers etc. We ask all PTO Members help the community utilize Let's Talk or reach out directly to the school with questions and or challenges so they can be addressed. If you see something posted on social media that does not belong in that forum, please direct them to Let's Talk so their issue can be handled constructively. Let's Talk can be accessed here:
<https://district.d303.org/lets-talk>
- j. **Communication:** Please respond to PTO Board/Committee Head's communications in a timely manner so that we can keep things moving forward. If we do not get responses routinely, the position will be replaced with another volunteer.

IV. **Treasurer's Report**

Roberta Lee

- a. **License:** We are licensed with the Secretary of State as a corporation and we are now reinstated. Board to produce a master calendar to make sure we not missing dates moving forward.
- b. **Taxes** are due November 15th, our tax specialist is working on it and has all the information needed.
- c. **Budget:** As of July 1st, we have a carryover budget of \$23,243.83.
- d. **Wredling Wear:** Question came up about Wredling Wear and how we are over far budget. Moving forward for next year we will

explore inventory free options for Wredling Wear. For the meantime we will be working to sell our current inventory.

V. **Vice-Presidents Report** Katie Stan

During October the transportation department celebrates Safety week with many events. In April, there is Bus Driver Day and the PTO would like to help recognize the bus drivers. Katie Stan will reach out to Diane Lidman, Assistant Principal, who lead last year's Bus Driver recognition on behalf of the school.

VI. **Principals Report** Tim Loversky

- a. **Good Start:** Fantastic and calmest beginning to a year, about 12 new staff members began with us this year.
- b. **Kindness:** Focusing on Kindness as there has been some religious and racial un-kindness. We are working hard to reinforce kindness around all levels of the school along with social emotional learning. All students, and adults as well, need work on emotion identification and feelings so they can receive support and understand how to resolve conflict. Teachers and staff have also been asked to self-access their social emotional state so they can be supported as well.
- c. **PLC, Professional Learning Communities** are preforming their reviews. This group evaluates the data and helps teachers develop instructional practices that support areas of need.
- d. **Lunch/Tutorial:** is working out well, allowing for more room, decreased volume as well as the opportunity to allow every student the option to get outside every day. Feedback on the new lunch vendor has been very positive. Games are also provided for students during lunch.

VIII. Active Committee Reports

A. **Box Tops** April Foreman

Box Tops are now digital, we need to communicate the new method to the community.

B. **Color Run** Kelly Rotella, Margie Vardalos

1. The Color Run currently has about 97 participants and hoping to get a lot more to sign up.

2. We started a discounted program for an early bird special which happened during the 2 material pick up days and they went well. This helped begin the advertisement for the color run and we have more advertisements going out on the website, Facebook, display case in main hallway at school, handouts to students by their POD leaders and email blasts.
3. We will have foam again this year.
4. We will also have folks from Jersey Mike's and Kona Ice available to sell their goods with 20% of their proceeds going back to the PTO.
5. We are in need of volunteers. Please help spread the word! Any questions please reach out to Kelly Rotella and Margie Vardalos.
6. Flyers have gone out, students will watch a video this week, e-mail blast will go out and advertisement for the Color Run will be in the Friday forecast

C. District PTO Rep

Megan Stone

Please see separate document "DTPO Meeting August 21, 2019" for a detailed description.

Lobby Beautification

Tiffany Cassata

Front planters currently have red and black theme, they will be changed seasonally.

D. Materials Pick-up

Brenda Szerlong

Set-up worked better. Having the clubs in the hallway made for a less hectic environment in the lunch room. Thanks to all the volunteers who made this successful.

E. No Cook Nights

Diane Wachowski

2 pending: one for September (Portillo's), and October (Panera) trying to do for the 3rd week of each month. We are also making an effort to vary the locations to allow families from all areas to have a convenient location to participate. Locations will be rotated to accommodate this.

F. Papa Nicholas Coffee Fundraiser

Brenda Szerlong, Shannon Sullivan

Deanna Leslie

1. Brenda and Deanna are meeting Wednesday, September 4 to finalize dates for the fundraiser. Shannon will once again run the Write-A-Check fundraiser along with PN (thanks Shannon).
2. We are looking for extra help ASAP:

- a. Does anyone know a printer who would be willing to print 1500 order forms for us for a low price? If we can't find anyone, we will need to pay retail for the order forms and this will cut into our profit. Katie Stan might have a contact and we will put a ask out in the Friday Forecast.
- 3. We are looking for extra help in October and November:
 - a. PTO members (2) to collect order forms and convert information to google sheets.
 - b. PTO member (1) to collect gift cards for us throughout October for prizes
 - c. PTO member (1) to shop for and assemble gift bags/ buckets to hold gift card raffle prizes
 - d. PTO members (5) to assist in packing orders and setting up the LRC
 - e. PTO members (6) to distribute orders during Parent-Teacher Conferences

This is a big endeavor, but with the help of many... the work will be light.

Thank you everyone for your support!

Signup Genius was requested to coordinate volunteers.

G. Red Shirt Volunteers

Aubrey Tripplett

- 1. We had good responses for Material Pick-Up and First Days Back volunteers. A big THANK YOU to the volunteers!
- 2. Thank you Mr. Loversky for putting out a call for help.
- 3. Please respond to volunteer requests - they're usually short time commitments but make a big impact!
- 4. If anyone wants to be added to the Red Shirt distribution, they can Aubrey Tippet at aubreytripplett@gmail.com.
- 5. If committee chairs need Red Shirts for activities, please contact Aubrey Tippet.

H. Staff Appreciation

Leslee Schilb, Jennifer Brosnan-Flores

- 1. Monthly, events will be hosted to let the staff know the PTO appreciates them
- 2. Committee Chairs met and developed a general plan and reviewed it with Mr. Loversky.

3. The first event was at back to school where teachers received a gift of sharpies in their mailbox with a note staying “Mark my words, it’s going to be a great year.”
4. Sweet and Salty Snack Bar: Our next event will be Monday, September 16th. A Sign-up Genius was created, and you can find it on the PTO Website. The majority of items have already been assigned. Thanks for all those who are donating!

I. Sponsors no current chair, Board managing
 We have received payment for sponsorship from Fox Valley Lighting. All previous sponsors were deleted until payment has been verified and/or received. Three levels of sponsorship are available.

J. Wredling Wear Brenda Szerlong

July 2019	Order- large order to hopefully get us through the school year.	<u>8990.00</u>
Aug 1, 2019	Sales- Material Pick Up Day	<u>4893.00</u> 4097.00
Aug 6, 2019	Sales- Material Pick Up Day	<u>1787.00</u> 2310.00
Aug 1, 2019	Order- cinch bags due to low stock	<u>600.00</u> 2910.00
Aug 13, 2019	Order-sweatshirts due to low stock	<u>1296.00</u> 4206.00
August 2019	Sales- Online orders	<u>75.00</u> 4131.00

1. Goal for remainder of year: every few weeks showcase a particular spirit wear item to increase sales.
2. Requests: Who is responsible for updating our website? I’d like to work with him/her to improve spirit wear marketability.
3. Thank you to the PTO board who forward sales emails to me so the orders can be filled promptly.

IX. Inactive Committees

(to be moved to Active Committee Reports closer to activity date)

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| A. | 8th Grade Celebration | Shannon Sullivan |
| B. | STC Education Foundation | Julie Zimmermann |
| C. | Student Recognition | Shellei Vosburgh, Marisa Burch |
| D. | Summer Activities Fair | Cheryl Greenspan |

X. Old Business

XI. New Business

XII. Adjourn

Meeting adjourn by Lidia Granger 8:19 PM

Respectfully Submitted, Jennifer Brosnan-Flores, PTO Secretary 2019/2020