



~ Meeting Minutes

Thursday March 2nd, 2017 ~ 7:00 PM in the Byrd



1. WELCOME & INTRODUCTIONS – President Mike Griffin

- a. Meeting Called to Order at 7:04
- b. Introductions

2. SECRETARY (Kristen Magner)

- a. Meeting Minutes Approved
- b. Thank You Notes
- c. Life Event Cards
- d. Consent Calendar Approval
  - March 3rd End of second trimester
  - March 8th 4th & 5th grade Musicals
  - March 10th Report Cards sent home
  - March 15th 3rd-5th Musicals
  - March 24th Officer Friendly visit
  - March 24th 1 hour early dismissal
  - March 27th-31st Spring Break
  - April 3rd Classes resume
  - April 11th Kindergarten Field Trip
  - April 12th, 19th, 26th Jump Rope For Heart
  - April 14th No School
  - May 1st-5th Teacher Appreciation Week
  - May 4th PTO Meeting

PRESIDENT (Mike Griffin)

- e. General Comments
- f.

3. VICE PRESIDENT (Tina Tierney)

- a. General Comments
- b. Service Committee Introductions
  - i. Birthday Books (Kathy Henkelman)
    - a. All set for the year
  - ii. Buzz Books (Richard Romanski)
    - a. Done for the year
  - iii. Calendars (Brian Folan)
  - iv. Child Care Chairperson (Mike Griffin)
  - iii. Cultural Arts Co-Chairpersons (OPEN)
    - a. Author
  - iv. Email Blasts (BOARD)
    - a. On Bloomz now
    - v. Explore More ( Millie McLane, Jennifer Burns)
    - a. MAY 26th
  - b. Need Head Person
  - vi. Fifth Grade Party (Michelle McCorry)
    - 1. June 2nd
    - 2. 10-12:30 Top Golf
    - 3. Back at school for dance party & photo booth
  - vi. Fifth Grade School Store (Ray Szull)
  - vii. Hospitality (Erin Dolce)



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1. Staff Apperiction Week 5/1-5/5
  - viii. Jump Rope for Heart (Byrd School)
  - ix. Picture Day (Tina Tierney, Kristen Magner, Millie McLane, Gina Maher)
    - a. 9/7/17
    - x. Red Ribbon Week (Tina Tierney)
    - xi. Room Parent (OPEN)
    - xii. Social Media (Executive Board)
    - xiii. Website (Executive Board)
      1. Added treasurer information
    - xiv. Yearbook Coordinator (Gina Maher & Chris Casterson)
    - xvi. Yearbook Photographer (Gina Maher & Chris Casterson)

#### 4. FUNDRAISING (Tina Tierney)

- a. General Comments
- b. Fundraising Committee Updates
  - i. Book Fair (Kathy Henkelman)
    - a. \$1,685
    - B. \$700.00 in Scholastic Dollars
  - iii. Box Tops for Education
    - a. \$315
  - ii. B.Y.R.Dinner Nights (Lynda Griffin)
    1. Panera April 20th 4-8pm
  - iii. Catalog Sale – Fall ( Millie McLane & Marilyn Marzan))
    - a. Yankee Candle
  - iv. Catalog Sale – Spring (Millie McLane)
    1. Flowers- Pick up May 16th 3:45-6 pm
  - vii. Family Fall Fest (Kelly Wadas)
    - v. Gift Cards (Kelley Wadas)
    - vi. Grant Writing (Jake Mullins)
    - vii. Holiday Shop ( OPEN)
  - viii. Movie Nights (Executive Board)
    - a. Feb 10th-\$158.00
    - ix. Room Fund (Executive Board)
    - x. School Supply Packs (Ray Szull)
    - xi. Shopping Rewards (Millie McLane and Marilyn Marzan)
      1. Shoparoo-\$50.00
      2. BoxTops 4 Education  
box tops expire so they should be sent to the school right away
      3. AmazonSmile- \$27.18  
Enter thru [smile.amazon.com](https://smile.amazon.com) ONLY!  
Chose to support **Admiral Byrd School PTO**
  - xii. Spirit Wear (Gina Maher)
    1. PTO  
Movie night-\$104.00
    2. District: [byrd.ccsd.59.org](http://byrd.ccsd.59.org) - Parents Tab - School Apparel Shop

#### 5. TREASURER (Catherine Braude)



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- a. General Comments
- b. Activity

### March 2017

#### 7.0 PRINCIPAL – Mrs. Esser

##### 7.01 2016-2017 School Calendar Updates

- a. Liesl Shurtliff Author Night is Thursday, March 23 from 6:00-7:30 p.m.
- b. The last day of school has not been determined yet, but we should know by sometime in April. As soon as we hear we will add it to the calendar and let parents know.
- c. We want to remind parents that the first day of school next year will be Wednesday, August 16. First day of school plans will be sent home in the summer mailing. Also, kindergartners first full day of school will be Thursday, August 17. Parents and their kindergarten students will be invited to attend a short session with their kindergarten teacher on Wednesday, but kindergarten students will not ride the bus or attend a full day Wednesday, August 16 (more information to come).
- d. The fifth grade musical is Wednesday, March 8 with a dress rehearsal at 1:00 p.m. and two evening performances. A note will be going home soon to all fourth and fifth graders about the evening performances.
- e. On Friday, March 24, Officer Friendly will be presenting to all students during their specials time and in the afternoon we will be having a “Spring into Reading” celebration. Officer Friendly will present the following 20 minute programs to students:
  - i. Kindergarten
    - What is an emergency and who can I tell or call?
    - Why it is important to know your address and phone number
    - What to do if you find yourself “alone”
    - When is it ok to answer the phone or door at home if an adult is not home
    - General safety at school, in parking lot, in car or bus, interaction with peers
    - Lock Down review
  - ii. 1st Grade
    - What is a stranger, what do I do when in a “stranger” situation?
    - Why do I need to tell an adult when I leave the house?
    - Do we let strangers or other people into the school?
    - Lock Down review
  - iii. 2nd Grade
    - What do you do if you find a dangerous object (Gun at a friend’s house)?
    - Discuss stranger contacts
    - Importance of being observant
    - Lock Down review
  - iv. 3rd Grade
    - Bully Issue’s
  - v. 4th Grade
    - Basic internet rules and safety/Stranger contact
  - vi. 5th Grade
    - Internet rules review and social networking

Pre-School through 2nd grade presentations include DARE interactive picture cards. 3rd grade program is based upon an international program regarding bullying developed by the Olweus Group. 4th and 5th grade programs are based on current issues and trends of internet use.

##### 7.02 Instruction Updates



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- a. CogAT (Cognitive Abilities Test) will be administered to second and fourth grade students between March 13 and 24.
- b. All teachers should have already started on their new science learning experiences and will also be teaching a new social science learning experience before the end of the year. These learning experiences have been written by district staff members and incorporate the district learning outcomes and encourage student choice and engagement.

7.03 General Comments

- a. Thank you so much for the wonderful dinner during conferences. The food and the atmosphere were great.
- b. A portion of our BLT (Building Leadership Team) has been participating in meetings with the District 59 thought leader, Dr. Steven Layne, and have started making literacy plans for next year to increase a lifelong love of reading.
- c. On Tuesday, March 14, some of our students will be on hand at the CCC (Character Counts Coalition) Celebration of Youth event representing Byrd School and the many service-learning projects we have participated in this year. ALL students who participated will be receiving a certificate from the CCC.
- d. Many thanks to the PTO for contributing to the cost of the daytime presentation to bring author Liesl Shurtliff to our school. Ms. Shurtliff will be making a general presentation to all gr. 3-5 students, presenting an individual grade level writing workshop to each grade level and an evening presentation to families. She will also be having lunch with a select group of students who compete in fairy tale writing competition (instructions coming soon). Winners will be selected by a group of teachers based the fairy tale creations submitted.

**6. TEACHER REPRESENTATIVES**

- a. General Comments.
- b. All Good!!

**7. OLD BUSINESS**

- a. none

**8. NEW BUSINESS**

- a. none

**9. CLOSING & ADJOURNMENT**

- a. General Comments
- b. Meeting Adjourned 8:19



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**In Attendance:**

- |     |                  |             |
|-----|------------------|-------------|
| 1.  | Kristen Magner   | Board       |
| 2.  | Mike Griffin     | Board       |
| 3.  | Cathy Braude     | Board       |
| 4.  | Tina Tierney     | Board       |
| 5.  | Ms Magnafichi    | Teacher Rep |
| 6.  | Laura Labriola   | Member      |
| 7.  | Emily Woemmel    | Member      |
| 8.  | Mary Ellen Esser | Principle   |
| 9.  | Marilyn Maizan   | Member      |
| 10. | Ray Szull        | Member      |
| 11. | Carolyn Duffy    | Teacher Rep |
| 12. | Diane Korzen     | Member      |
| 13. | Kathy Henkleman  | Member      |
| 14. | Brian Folan      | Member      |
| 15. | Millie McLane    | Member      |
| 16. | Gina Maher       | Member      |