



~ Meeting Minutes ~



Tuesday November 13th , 2018 ~ 7:00 PM

1. **WELCOME & INTRODUCTIONS – President Brian Folan**
 - a. Meeting Called to Order at 7:04
 - b. Introductions

2. **SECRETARY (Amanda Estevez)**
 - a. Meeting Minutes Approved for August 30,20018
 - b. Thank You Notes-none
 - c. Life Event Cards-none
 - d. Consent Calendar Approval

3. **PRESIDENT (Brian Folan)**
 - a. General Comments
 - i. Will have By Laws signed for next meeting.

4. **VICE PRESIDENT (Carly Illingsworth absent)**
 - b. General Comments
 - c. Service Committee Introductions
 - i. Birthday Books (Amanda Estevez)
 - a. Good on books until spring.
 - ii. Buzz Books (Brian Folan)
 - a. emailed out in October.
 - iv. Child Care Chairperson (Mike Griffin) unable to secure childcare for 11/13/18 meeting.
 - iii. Cultural Arts Co-Chairpersons (OPEN)
 - iv. Email Blasts (BOARD)
 - v. Explore More (Board)
 - vi. Fifth Grade Party (Jamie Andrade)
 1. Party and shirts came in under budget.
 2. Will need rest of money in Mid March.
 3. Mrs. Duffy has organized the buses.
 - vi. Fifth Grade School Store/Fundraising (Jamie Andrade)
 1. Not opening school store this year. Will revisit for next school year.
 - vii. Hospitality (Tina Tierney and Becca D’Andrea?)
 - a. Conference week dinner was a huge success. Teachers request same caterer next year.
 - x. Hispanic Relations (Richie Estevez)
 - ix. Jump Rope for Heart (Byrd School)
 - viii. Picture Day (Tina Tierney, Kristen Magner, Becca D’Andrea, Gina Maher)
 - a. Positive feedback about photos taken this year. If possible request same photographer assistant for next year.
 - b. \$600 Profit.



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- ix. Red Ribbon Week (Ming Veernanont)
 - a. Last year for red ribbon arm bands.
- x. Room Parent (BOARD)
- xi. Social Media (Executive Board)
- xii. Website (Executive Board)
- xiii. Yearbook Coordinator (Rich Romanski)
 - a. Google drive folder is up and running for teachers to drop pictures in.

4. FUNDRAISING (Diane Korzen & Trish Pilecki)

- a. Fundraising Committee Introduction
 - i. Book Fair (Amanda Estevez & Krystine Mullins)
 - 1. Fall Book fair raised \$1,000 for PTO plus additional Scholastic Dollars to our account.
 - 2. Hosted 2 Andersen Author visits in October. Well received by students and teachers.
 - ii. Bakers Square Pies(Amanda Estevez)
 - 1.Pie Pick up 11/20/18 at Christus Victus Church 8:30-6pm.
 - iii. Box Tops for Education (Diane Korzen)
 - 1. \$110 made
 - ii. B.Y.R.Dinner Nights (Lynda Griffin)
 - 1. 12/4 Lou Malnatis 11a-11p. January Buona Beef TBD.
 - iii. Catalog Sale – Fall (Diane Korzen & Trish Pilecki)
 - a. Yankee Candle- \$1,398 profit.
 - iv. Catalog Sale – Spring (Tina T.)
 - v. Family Fall Fest (Kelly Wadas)
 - 1.Last Year for Kelly. Will need someone to take over Fall Fest next year.
 - 2.Profit of \$439 on food. \$285 on raffle. 96 kids participated.
 - 3.\$1200 approx cost to run it. Revisit ideas for next year. Possibly same company as holiday shop.
 - v. Gift Cards (Kelley Wadas)
 - 1.17 orders. \$6300 in sales \$400 profit.
 - 2.Next year release info earlier.
 - vi. Grant Writing (OPEN)
 - 1.Brian submitted 3 grants in June still waiting to hear back.
 - vii. Holiday Shop (Jaime Andrade)
 - 1.12/17 after school delivery. Kids to shop 12/18 and 12/19. Online pre-sale available again this year.
 - 2. Parents can purchase vouchers online so kids don't have to bring money to the actual shopping days.
 - 3.\$50 in Fun Bucks to help draw volunteers.
 - xi. Movie Nights (Executive Board)
 - viii. Room Fund (Executive Board)
 - 1. Still coming in. Only at 50% of what we had last year.



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- ix. School Supply Packs (Lisa Peters)
- x. Shopping Rewards (Marilyn Marzan)
 - 1. Shoparoo
 - 2. BoxTops 4 Education
 - 3. AmazonSmile
 - Enter thru smile.amazon.com ONLY!
 - 1. Chose to support **Admiral Byrd School PTO**
- xi. Spirit Wear (Gina Maher)

5. TREASURER (Mike Griffin)

- a. General Comments
 - 1.Cubs money all accounted for.
 - 2.Teachers requesting additional Field trip funding.
 - 3.Mr. Schroeder requesting possible adjusting basketball hoops for gym.

November 2018

7.0 PRINCIPAL – Mrs. Esser

7.01 2018-2019 School Calendar Updates

- a. Vision and Hearing Screening is scheduled for Monday, Nov. 19 with the following screenings:
 - i. K & 2 - vision & hearing
 - ii. Gr. 1 & 3 - hearing only
 - iii. Gr. 5 - vision only
 - iv. Students that are new to our district, and students that are receiving any type of special ed. service will be screened for both vision and hearing.
 - v. Student's that wear eyeglasses are not screened but their glasses are inspected and the date of their last exam is noted. It's important to remind students to bring their glasses to school that day and especially to the screening.
- b. Thanksgiving break will begin at 2:35pm on Tuesday, November 20 through Friday, November 23 and school will resume on Monday, November 26.
- c. STEM Night is scheduled for Wednesday, December 12 from 6:00- 7:30 and information will be sent home soon.
- d. Our Winter parties will be Friday, December 21 from 1:00-2:00 p.m. and dismissal, itis at 2:35 p.m. dismissal day.
- e. S'now Better Time to be a Mathematician is Thursday, January 31, 2019, time TBD



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f. Our Musical Showcase Dates:

- Grade 3/4 - Dec 5th - 6:30 (Clark, DeLuca & Rocha)
- Grade 4/5-Feb.27th- 6:30 (Czajkowski, Duffy & Esparza)
- Grade 1/2 - May 8th - 6:30 (Cortes, Cruz & Magnafichi)

7.02 Instruction Updates

a. The staff has selected our three main goal areas to focus on this year and they are SEL, math and literacy. SEL and math are continuing from last year and we rolled our language acquisition goal to our new literacy goal. The staff math half-day professional development session for staff increased our knowledge of the math learning experiences and highlighted some new pieces about math assessments. We will continue to focus on math throughout the year and will have a S'now Better Time to be a mathematician day and evening events for parents on Thursday, January 31, more details coming after the first of the year. I was fortunate enough to attend the regional NCTM (National Council of Mathematics Teachers) conference and a Jo Boaler conference, Ms. Boaler is a well-respected math education professor at Stanford University, and look forward to sharing with the staff and parents in the next few months.

b. We have received another shipment of SEL focused books from the district that will be housed in our bookroom for the teachers to use for their SEL lessons.

c. Report cards will be coming home this Friday, November 16, please look in your child's backpack for them.

d. Erin's law fall lessons (child sexual abuse prevention) have concluded and there will be a second round in spring.

e. Students in grades 3-5 students will participated in an SEL (Social Emotional Learning) survey called the Panorama, which is aligned to Illinois State Social Emotional Learning Standards and aims to give educators and students a measure of how students are developing a growth-mindset, grit, self-management, and social awareness. Results are used to plan at both at the district and building level to inform our SEL instruction.

7.03 General Comments

a. Thank you for providing us a dinner during conferences. It was very delicious and much appreciated by the staff.

b. Our Phil's Friends kick off assembly was very well organized and received by all. Special thanks go out to Mrs. Czajkowski and Mrs. Esparza and their classes for coordinating the many upcoming events, including a chance for every class to visit Phil's Friends to make cards and pack care packages this winter and spring. Thank you to all the families who made contributions at the Fall Fest where over \$100 was collected.

c. By law, we must conduct 6 safety drills per year, (D59 was already doing this before



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the law was passed). The drills included are: 3 fire drills, 1 Bus Evacuation, one tornado and a Safe & Secure Drill (Hard –Lockdown with police present). We have already conducted the bus evacuation drill in August, conducted a fire drill with the EGFD present in October and completed our Safe and Secure Drill in September with the EGPD present and staff district-wide received updated lockdown training on the Institute Day.

d. We received a thank you note for participating in the food drive to help stock the local food pantry.

e. We will not have the EGHS Chamber Singers this year because they had limited spots and selected schools that they did not visit last year, but we are at the top of the list for next year.

f. Nancy Clark, a third grade dual language teacher, made a 50th anniversary quilt, which we are displaying in our LRC.

g. Thank you to the PTO for the ‘Be The Nice Kid’ clings which will be put up soon.

h. Happy Thanksgiving and happy holidays to all our families since we will not be meeting again until January!

6. TEACHER REPRESENTATIVES

- 1. Keep Sending in Pop Tops

7. OLD BUSINESS

8. NEW BUSINESS

9. CLOSING & ADJOURNMENT

- a. Meeting Adjourned 8:23pm

In Attendance:

- | | | |
|----|------------------|-----------|
| 1. | Brian Folan | Board |
| 2. | Amanda Estevez | Board |
| 3. | Mike Griffin | Board |
| 4. | Diane Korzen | Board |
| 5. | Trish Pilecki | Board |
| 6. | Mary Ellen Esser | Principal |



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| 7. | Ms. Magnafichi | Teacher Rep. |
| 8. | Emily Woemel | Vice Principal |
| 9. | Jamie Andrade | Member |
| 10. | Krystine Mullins | Member |