



~ Meeting Minutes

Thursday May 4th, 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
 - May 1st-5th Staff Appreciation Week
 - May 16th Flower Sale Pick Up
 - May 19th Kindergarten Bike Safety Field Trip
 - May 22nd 3rd & 4th Grade Field Trip
 - May 24th 1st & 2nd Grade Musicals
 - May 26th Explore More
 - May 29th No School
 - June 1st Patrol Party
 - June 2nd 5th Grade Party
 - June 5th Kindergarten Walking Field Trip
 - June 9th Last Day of School

PRESIDENT (Mike Griffin)

- e. General Comments

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)
- a. Will be online for 2017-2018 school year
 - iv. Child Care Chairperson (Mike Griffin)
 - iii. Cultural Arts Co-Chairpersons (OPEN)
 - a. Author 1-2 next year
 - iv. Email Blasts (BOARD)
 - v. Explore More (Millie McLane, Jennifer Burns)
 - a. MAY 26th
 - vi. Fifth Grade Party (Michelle McCorry)
 - vi. Fifth Grade School Store (Ray Szull)
 - a. Done for the year
 - vii. Hospitality (Erin Dolce)
 - viii. Jump Rope for Heart (Byrd School)
 - a. \$7,689.45
 - ix. Picture Day (Tina Tierney, Kristen Magner, Millie McLane, Gina Maher)
 - a. 9/7/17
 - b. re take 10/12



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- c. 5th grade pic 10/12
- x. Red Ribbon Week (Tina Tierney)
- a. Open for 2017-2018
 - Room Parent (OPEN)
- xi. Social Media (Executive Board)
- xii. Website (Executive Board)
 - 1. Added treasurer information
- xiii. Yearbook Coordinator (Gina Maher & Chris Casterton)
 - a. Done
- xvi. Yearbook Photographer (Gina Maher & Chris Casterton)
 - a. done

4. FUNDRAISING (Tina Tierney)

- a. General Comments
- b. Fundraising Committee Introduction
 - i. Book Fair (Kathy Henkelman)
 - iii. Box Tops for Education
 - ii. B.Y.R.Dinner Nights (Lynda Griffin)
 - iii. Catalog Sale – Fall (Millie McLane & Marilyn Marzan))
 - a. Open 2107-2018
 - B. Yankee Candle
 - iv. Catalog Sale – Spring (Millie McLane)
 - 1. Flowers-Toms farm sales \$3,675 Profit \$1,288
 - v. Family Fall Fest (Kelly Wadas)
 - vi. Gift Cards (Kelley Wadas)
 - a. 4/4/2017
 - vii. Grant Writing (Jake Mullins)
 - viii. Holiday Shop (Chris Ortloff)
 - a. \$183.64
 - ix. Movie Nights (Executive Board)
 - a. Feb 10th Secret life of Pets
 - x. Room Fund (Executive Board)
 - xi. School Supply Packs (Ray Szull)
 - 1. March
 - xii. Shopping Rewards (Millie McLane and Marilyn Marzan)
 - 1. Shoparoo
 - 2. BoxTops 4 Education
 - box tops expire so they should be sent to the school right away
 - 3. AmazonSmile
 - Enter thru smile.amazon.com ONLY!
 - Chose to support **Admiral Byrd School PTO**
 - xiii. Spirit Wear (Gina Maher)
 - 1. PTO Done for the year
 - Have spirit wear at movie night
 - 2. District: byrd.ccsd.59.org - Parents Tab - School Apparel Shop

5. TREASURER (Catherine Braude)



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- a. General Comments
- b. Activity Report

May 2017

7.0 PRINCIPAL – Mrs. Esser

7.01 2016-2017 School Calendar Updates

- a. Our End of the Year Celebration will be at 1:20pm in the gym on Friday, June 9, the last day of school. School will be dismissed at 3:35 that day.
- b. Our Kick-Off to Summer Reading Celebration will be Wednesday, June 7. The Elk Grove Public library will present their summer reading program to the students in the morning and then students will participate in literacy activities during the rest of the day.
- c. Fitness Day is scheduled for Thursday, June 8. Once again, this year we will participate in literacy themed events and the fifth graders will man each of the stations.
- d. Fifth graders should receive their yearbooks in time to sign them at the fifth grade party, June 2. Later that day the rest of the students will also have the opportunity to sign yearbooks.

7.02 Instruction Updates

- a. This week we have been hosting “College & Career Week” which has exposed students to many careers and inspired them to pursue their passions. We partnered with Harper to kick off our events and to discuss what going to college means and to explain the Harper Promise Scholarship. We tried to give each day a career focus and the students have enjoyed the presentations. Thank you to all the parents or family members who have volunteered to come present this week.
- b. Spring benchmarking in FAST and F & P (Fountas & Pinnell) will be occurring during the month of May.

7.03 General Comments

- a. Wednesday, August 16 will be the first day of school and we will again host our Meet The Teacher First of School Event that morning and again that evening. Details will be send home in the summer mailing.
- b. Once again, if the PTO can provide a list of dates for events scheduled for next year before we leave for the summer would be helpful.
- c. Staffing has not been finalized for next year and at this time I do not know of any staff who will be retiring.
- d. To all the volunteers who have generously given their time and talents to make Byrd the wonderful school that it is, thank you, we couldn't do it without.
- e. Also, we offer much appreciation to the outgoing PTO board members and families leaving Byrd. We thank you for all that you have done for us over the years, we will miss you.



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6. TEACHER REPRESENTATIVES

- a. General Comments.

7. OLD BUSINESS

- a. none

8. NEW BUSINESS

- a. none

9. CLOSING & ADJOURNMENT

- a. General Comments
- b. Meeting Adjourned 8:12

In Attendance:

- | | | |
|-----|------------------|-------------|
| 1. | Kristen Magner | Board |
| 2. | Mike Griffin | Board |
| 3. | Cathy Braude | Board |
| 4. | Tina Tierney | Board |
| 5. | Krystine Mullins | Parent |
| 6. | Ms Magnafichi | Teacher Rep |
| 7. | Jamie Andrade | Parent |
| 8. | Emily Woemmel | Member |
| 9. | Mary Ellen Esser | Principle |
| 10. | Erin Dolce | Member |
| 11. | Laura Labriola | Member |
| 12. | Ray Szull | Member |
| 13. | Carolyn Duffy | Teacher Rep |
| 14. | Diane Korzen | Member |
| 15. | Kathy Henkelman | Member |
| 16. | Millie McLane | Member |



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| 17. | Rich Romanski | Member |
| 18. | Brian Folan | Member |
| 19. | Gina Maher | Member |
| 20. | Chris Casterton | Member |
| 21. | Michelle McCorry | Member |
| 22. | Jose Andrade | Parent |
| 23. | Ashley Szull | Child Care |