

# Horace Mann Elementary School PTO

## Meeting Minutes

February 5th, 2014; 8:15am

Teachers' Lounge

### Meeting Attendees:

Gretchen Kenagy	Kathy Rolfes	Sara Yount
Laura Davidkhanian	Doug Rainey	Faith Cole
Jenny Ruland	Sarah Fielding	Melissa Watters
Cheryl Sullivan	Ellen Maliff	Beth Siegel
David Gullo	Jenny Yang	Wendy Barrett
Nora Flynn (OPEF)		

### 1) Welcome and Introductions:

A. Meeting attendees introduced themselves.

### 2) Approval of Meeting Minutes:

A. A motion to approve the December 4<sup>th</sup> meeting minutes was proposed and seconded. The December 4<sup>th</sup> meeting minutes were approved by a voice vote, without opposition.

B. The December 4<sup>th</sup> meeting minutes will be posted to the PTO website.

### 3) Principal's Report:

A. A meeting for 5<sup>th</sup> grade parents about the transition to Julian Middle School is being planned for April 16th. Principal Cole is in a position to offer unique insights about Julian, having been an assistant principal at the middle school.

B. PARCC practice tests were completed this week. It was informative and helped familiarize the kids with the format. Teachers will be asked to send a link for practice tests (math and LA) to parents of 3<sup>rd</sup> – 5<sup>th</sup> graders. The district has determined that it will administer a paper/pencil version of the test this year, as the electronic version had numerous glitches.

C. District 97 Superintendent Search – The search for a new superintendent is underway. Links to survey forms are online.

D. The District 97 teachers' contract was approved.

E. 5essentials survey – elementary school parents and staff members may complete this survey (students at the middle schools also take the survey). The survey looks at how schools perform in the areas of leadership, collaboration, parental involvement, supportive environment, and high academic standards. It's an important tool that parents can use to offer feedback. The PTO newsletter will include a link to the survey.

F. The schedule for standardized testing: MAP tests will be given twice per year to students in grades 2 through 5, additionally the COGAT will be given to 2<sup>nd</sup> and 5<sup>th</sup> graders, and the PARCC assessment to 3<sup>rd</sup> – 5<sup>th</sup> graders.

G. New backboards provided by the district have been installed in the gym.

### 4) Student Support Specialist's Report:

A. After returning from winter break, staff reviewed lunchroom, hallway, bathroom behaviors with students.

B. The PBIS team would like to add occasional updates to the PTO newsletter.

C. PBIS and student council function two different groups. A key difference is that the student council is allowed to plan fundraising activities.

- D. It has been noted that the cabinets in the lobby (below the art appreciation wall displays) are being used as a landing spot for miscellaneous supplies and items. We would like to keep that area clear and the lobby looking neat and orderly.

**5) Presidents' Report:**

- A. The superintendent search survey was sent via email this week. Jenny and Wendy and other PTO Council members have been invited to a focus group.
- B. The D97 School Board members would like to be invited to attend PTO meetings at each of the D97 schools. The Mann PTO co-presidents will extend an invitation.
- C. The Boys' Choice event was great fun! About 100 boys attended.
- D. The Wolves Hockey Night was great; almost 90 tickets were sold. Maybe we'll try for a game on a weekend afternoon next year. A 7:00pm start time can be hard for families with younger children.
- E. The Spelling Bee is coming up.
- F. The Family Math/Game night has been cancelled.
- G. The Girls' Choice night is coming up. Tickets are on sale.
- H. PTO has set up a gmail account/google drive. It will be a place for documents, vendors, contacts, and other info useful for planning events and activities. The password can be obtained by contacting one of the PTO co-presidents.
- I. There will be several open PTO positions next year. Both treasurers are rolling off of the board at the end of this year, among a few other positions. It might be useful for the kindergarten room parents to send a special email invite to their families. It would be good to have families with younger children involved on the PTO board.

**6) Treasurers' Report:**

- A. We discussed that many class field trips and subscriptions are funded by the PTO; however, the school also has a budget for some of these items. Fourth graders will be taking an architectural tour of Chicago as one of their field trips.

**7) Programs Report:**

- A. MannPower enrollment and numbers are really good this year. The spring session tends to have more classes for younger children, as many older kids tend to be quite busy with spring sports.

**8) Volunteer Coordination Report:**

- A. Volunteers are needed for the warming center.

**9) Fundraising Report:**

- A. Mann Wear orders will be offered once more in the spring.
- B. Oktoberfest planning will begin this spring. We are considering making some changes regarding the venue and date.

**10) Community Relations/Special Events Report:**

- A. The teacher luncheon will be next week during conferences.
- B. Planning for the fifth grade transition ceremony underway. Anne Dumelle took pictures of all fifth graders. Beth Siegel will take a group photo in the spring. The programs, certificates, and slide show are being organized. Ellen Maliff will coordinate the 5<sup>th</sup> grade gift.

**11) Green Initiative:**

- A. Bike racks have been purchased and are at the district office waiting to be installed. Warmer weather is needed before the installation can occur.

**12) Other Business:**

- A. Mrs. Rolfes announced a library tech night. The D97 teacher librarians and OPPL children's librarians are offering this parent workshop.

B. Nora Flynn from the OPEF came to give an overview of the OPEF programs and to thank the Mann PTO for its annual donations. Their programs provide enrichment opportunities to all D97 students. Art Start, Lego Engineering, Architecture Adventure, science programs, VEX robotics, etc. A new program will begin in the fall...stay tuned. OPEF will host an open house at Brooks Middle School on 2/28. Summer BASE Camp registration has begun. The Stazak Gala will be in April.

**12) Adjournment:** Meeting adjourned at 9:40.

Minutes prepared by Sara Yount