

Agenda
EAST PRAIRIE PTA GENERAL MEETING
September 6, 2016



Attendance: Abby Tumang, Claudia Lopez, Angel Weiss, Jessica Hornick, Randall C., Karen G., Melissa K., Olivia A., Kristina N., Arturo Q., Robina I., May I., Patricia H., Sam A., Anyta P., Shirley H., Cindie A., Charlie S., Beth N., Erin S., Sarah E., Sue L., Rosalba G., Jessica G., Tamara S., Jill K., Jennifer S., Laura E., Kathy B.

1. Call to order/Welcomes: **Claudia called the meeting to order at 7:04pm. Executive board was introduced as was Mrs. Stein. Abby urged everyone to sign in.**
2. Treasurer's Report
 - A. Audit approval-**Angel presented the audit committee (Angel, Abby and Jessica) and the audit report (see attached). Angel moved to adopt the audit report. No second is needed.**
 - B. Budget approval-**Angel went through the proposed budget (see attached) line by line. Angel moved to adopt the budget as presented. Discussion: Angel mentioned that the budget can be changed at any time. Jill K. mentioned that cultural arts can be highly variable. Vote: unanimous AYES. Budget is adopted.**
 - C. Monthly reports-**July: balance 7/1 \$14548.03, income \$98.01, expenditures \$7226.31, ended 7/31 with \$7419.73, August balance 8/1 \$7419.73, income: \$1217.68, expenditures: \$3322.80, Balance 8/31 5314.61 (see attached reports for details).**
 - D. New expense reimbursement and deposit vouchers. **Angel introduced the new expense and deposit vouchers. They will also be posted on the website and are available upon request.**
3. President's Report:
 - A. Childcare for future meetings: **Claudia introduced the idea of offering childcare during meetings. It would be in the big or small gym, depending on availability. Claudia is working with a teacher at Niles North that has students that need service hours. If anyone has high schoolers that would be willing to help out, please email Claudia at clopezeps.pta@gmail.com.**
4. Secretary's Report:
5. School Report-**Mrs. Stein welcomed the group and thanked everyone for coming and said please keep it up! A bus was late today, but otherwise nothing significant has happened since the start of school. Substitute teachers are being hired as well as teachers' assistants. So far the school year is going great!**
6. Other Business:
 - A. Charlie Saxe-**Information on the community effort to pass the referendum to build a new school: Charlie S. summarized the referendum amount and the reason for the referendum. He talked about the Vision73 effort to understand the need and possible options. The Vision73 final result was a decision to build a new school on the current site due to current building structural issues and modern needs. Cost required to maintain current building would meet or exceed that of building a new building. Building will be build in 3 phases: design and planning next year (2017), new building construction would start on current track/playground then everything would move into the new building, while a new playground was built where old building currently is. There will be more events coming soon, as well as literature and tours at curriculum night. There will be a tax increase due to the referendum, but it will be phased over the 3 years of the project. Neighborhood coffees will be happening in homes to share information. Sue L. asked about cheat sheets to help inform neighbors who are not school families. Charlie said that literature will be available soon. Jessica H. mentioned the canvassing effort and that the neighborhood canvassing subcommittee will be recruiting parent, teacher and student (8th grade and up) volunteers for canvassing. Claudia L. mentioned that next month the PTA will formally vote on whether or not to support the referendum effort. Angel pointed out that attendance is critical so that the PTA members are appropriately represented on the vote on whether to support the referendum.**
 - Referendum
 - i. Purpose of the referendum - Referendum is required to authorized the district to issue bonds to build a new school building which will require additional property taxes to pay for the bonds
 - ii. Process for recommending the referendum-School review of the facilities, Vision 73 Process, Alternatives considered
 - iii. Reasons for building a new school
 - iv. Outline of the process for the referendum and building the school-built in phases beginning 2017 and phased in over three years. New building will be built on the school playground and parking lot while existing building continues to be used for classes.
 - v. Next Steps
7. Committee Reports (introduction of Committee heads):
 - A. Bike Safety

- B. Boo Hoo Breakfast - The Boo Hoo Breakfast took place on the first day of kindergarten, August 23rd. Thank you to all the kindergarten families who attended this event. Families were able to get to know each other and the PTA while they enjoyed some breakfast. A big thank you Cindie Anderson and Christine Trowbridge for purchasing the breakfast items and setting up the Boo Hoo Breakfast.
- C. Book Fair-no report
- D. Box Tops-Caryn Tono reported via email that box tops is going well and she will be reminding teachers and students to turn in box tops from school supplies. Labels for education program is ending, but we can continue to collect and redeem this year. Mrs. Stein will talk to teachers about redeeming the points accrued for school supplies.
- E. Calendar - Thank you to Kasima Imamovich and Elizabeth Gilbert for creating the 2016-2017 PTA school calendar. It looks great! Thank you to Gina Lorenz for her time, commitment, and dedication to creating the school calendar these past years. She was so kind to work with Kasima and Elizabeth by showing them the calendar production process. We appreciate all your hard work ladies! **Kasima is going to be collecting pictures throughout the year so please send them to her by email (kimamovich2@gmail.com) with a note authorizing the use of the photo.**
- F. Cultural Arts-Jill Stein: **Three assemblies throughout the year: K-2, 3-5, 6-8. Jill is emailing the team leaders for each grade groups to get suggestions and if anyone has any performers, please email Jill (yogajill@sbcglobal.net). Jill is also creating a repeatable format so that it is easy to repeat year after year, especially when a new person takes over. May is also helping out this year. If anyone else wants to help out, contact Jill.**
- G. Family Art Nights-
- H. Family Dance – **Will be Oct 21st. Still looking into entertainment since DJ from last year has not replied. If anyone is interested in helping, please contact atumangepts.pta@gmail.com. Halloween theme complete with costumes. Dinner at the event! Will be 6-8 pm. Abby mentioned that advertising will include more info on food and that it is \$5 per person, max of \$20 per family**
- I. Family Movie Night **November**
- J. Family Picnic **End of year**
- K. Family Reading Night **Spring**
- L. Fundraising – Cindie Anderson, coordinator
 - i. Fundraising Goal for 2016/17 School year - \$8,750.00 (347 families/518 students, so about \$25 per family)
 - ii. Fall fundraiser-****Pending approval of administrator**** Yankee candle (includes popcorn and wrapping paper)
 - 1. To promote fundraiser-give teachers gift baskets, pizza party for class that sells the most (K-3 and 4-8), posters, social media and letter to parents including goals.
 - 2. PTA gets 40% of what's sold during fundraiser, also website link to get 30% through the rest of the year.
 - 3. **Fundraiser will be end of October. Cindie mentoned that we want to get the teachers involved, so will have some goodie bags for the teachers as well class incentives. Reiterated website benefits throughout the year. Incentive to teacher and class with highest number of orders.**
 - iii. Spring Fundraiser-****Pending approval of administrator**** Read-a-thon-debating whether to run ourselves or use service.
 - iv. Panther Days-Coordinator, Erick Tumang: Pita Inn, Chuck E. Cheese, Buffalo Wild Wings-Erick says **More info to come!!**
- M. Fun Fair - **Fun fair will be held on Saturday October 1st. Thank you to Rachel Coppola for coordinating this event. This is Rachel's last year as coordinator. Tamara Strumfeld and Janna Telman will be the new coordinators for 2017. In addition, we welcome Melissa Doyiakos as the new fun fair raffle coordinator. Melissa has received many exciting donations for this year's raffle. We are all looking forward to this fun family event. We will need many hands to help on this day. Please contact Beth Negronida via email at bnegronida@comcast.net if you wish to volunteer. Beth N. mentioned that Melissa is a high school student who is coordinating this. Please send donation suggestions to Melissa at meldoy@nilesk12.org.**
- N. Gym Clothes
- O. Health and Safety-Beth N. says a big Thank you to Sarah Evans, Theresa Hazard and Kelly Lam who helped with bus riding the first week of school. It went very well and the kids all got home safe!
- P. Ice Cream Social – Thank you to everyone who attended the ice cream social. We were able to register members, met many new faces, and got to catch up with friends and teachers. Thank you to Mrs. Stein for taking new families on a tour of the school. Thank you to Pat Hayes for helping with registration. Thank you to all of the parents who helped scoop up the ice cream: Benny Payne, Kim Uribe, Sarah Evans, Abby Tumang and Erick Tumang.
- Q. Membership **Pat. H. 204 members, all calendars have been delivered to the existing members. We have 1 new member as of the meeting.**

- R. Reflections-
- S. Room Parents- **Sarah Evans is coordinating room parents. Sign up forms will be in packets on curriculum night. You have to sign a volunteer form before you can be in the classroom. Lara B. and Beth N. have made up a "how to be a successful room parent" guidelines that will be distributed to room parents. Hopefully, we will have a minimum of 2 parents (not more than 5) for each classroom. Even if you cannot be in the classroom during the school day, you can be helpful with coordinating and buying supplies, etc.**
- T. School Supply Prepacks -- Thank you to all of the helpers: Melissa, Matthew, Megan and Melany Artajo, Sarah and Zane Evans, Kelly, Dylan, and Joshua Lam and nieces Selena and Winnie, Beth Negronida, Lindsey Saxe, Kassie Payne, Angel and Sophie Weiss, Ella Sorkin, Ainsley, Sue, Griffin and Reed Larson-Erf, Max Sensibar and Joe and Jessie Byron. Because of all of our wonderful volunteers, distribution was done in about an hour! At delivery, all the pre-packs and bulk items were accounted for. Upon opening their boxes on the first day of school it was discovered that all of the 4/5 pre-packs were missing their expandables. They arrived the following Monday, August 29th. We are all set with 2017 pre-packs because we signed a 2-year contract last September. This also qualifies us for the \$1,000 monthly drawings toward school supplies (please see attached flier for more details). Beginning in January, I will be asking the teachers to update their supply lists. We are looking for someone with spreadsheet skills to Co-chair this committee. Please contact Kathy Byron at kbyroneps.pta@gmail.com if you are interested or would like more information
- U. Spiritwear-Jessica H. and Abby T. are working on this. We will be offering one design (Panther paw print), on 4 different styles: short sleeve t-shirt, long sleeve t-shirt, hooded sweatshirt and ladies cut t-shirt. There will be **three** colors: navy, royal blue and gray. Order forms are out as of Tuesday, Sept 6th, to be returned in about 2 weeks. **Order forms will also be available on the website and on Facebook.** Orders hopefully will be delivered by the Fun Fair, Oct 1st. **We will also have distribution at the end of the school day, 1-2 days.** To keep costs down, we will be sorting and packing orders ourselves. Anyone willing to help would be greatly appreciated. Please email Abby (atumangeeps.pta@gmail.com) or Jessica (eps.pta.secretary@gmail.com) to let them know you are willing to help and we will contact you about dates/times. **Jill K. and Cindie A. offered to help.**
- V. Teacher appreciation week-May, no report.
- W. Volunteers-Beth Negronida-**Please sign up if you would like to volunteer for the Fun Fair! There will be emails going out to solicit volunteers for the fun fair as well but if you know you are available now, sign up tonight! Beth N. also has copies of the volunteer form. Once you fill one out and have it on file, you are set for the school year. You must fill one out before volunteering for any activity. Beth will be sending out email blasts to request volunteers 2-3 weeks before events. If you are interested in helping out with any event throughout the year, email Beth at any time (bnegronida@comcast.net).**
- X. Website and Communications –
- i. Facebook is launched, like and share. **Abby T. is managing. Full name is East Prairie School PTA. Also, Erick T. is managing the PTA Twitter.**
 - ii. Communications Protocol
 1. Protocol was sent out by email to all committee coordinators. Please review and be sure to follow. **Karen G. is graphic designer who can help make fliers and has made all PTA printed materials! Thanks to Karen!**
- Y. Partners for Learning: PTA will be allocating \$350 for the entertainment during this program. **It will be on November 9th at 6:30pm.**
8. Unfinished Business-none
9. New Business
- A. Skokie Public Library Initiatives- The PTA collaborated with the library to introduce the new bookmobile to new and returning EPS families on Tuesday September 6th, after school. **Claudia L. reported that the Book Mobile celebration went well and one student even got his very first library card!**
 - B. The PTA is also collaborating with the library by bringing a community discussion/focus group. This is a chance for the library to better understand people's aspirations or goals for Skokie, the concerns they have about achieving those goals, and what they believe might make a difference in strengthening our community. They're especially interested in learning about the kind of community Skokie residents want. They use what we learn from these conversations to help make the library's work in the community more effective, and we share the knowledge gained with other community groups. Each conversation lasts approximately 90 minutes. Monday September 26th, 6:30 pm.
 - C. October 5th- Walk to School Day- Families are encouraged to walk or bike to school this day. The PTA will be outside in front of the school stamping the participants hands.
 - D. **We picked names to raffle off the door prizes. Christina, Randy, Arturo, Rabina, May, Pat, Laura, Sarah, Sue and Jessica got door prizes.**
10. Adjournment: **Claudia L. adjourned at 8:13 pm.** The next meeting is set for October 4th at 7:00 pm. Nothing Bundt Cakes will be bringing samples to this meeting.