

Minutes
EAST PRAIRIE PTA GENERAL
MEETING
January 20, 2015

Attendance: Erin Stein, Kathy Byron, Angel Weiss, Claudia Lopez, Lara Barros

- I. **Call to order/Welcome:** The meeting was called to order at 7:06 p.m.

- II. **Secretary's Report: Reading/Approval of minutes from November**
 - a. Minutes of November meeting approved; motioned by Angel Weiss and seconded by Claudia Lopez
 - b. Website: Please continue to refer to the website for the past minutes and upcoming events. We are working on uploading logos, a communications protocol and other useful items so that they are easily accessible.
 - c. Communications Protocol: Kathy Byron, Claudia, Lopez, Beth Negronida and Lara Barros worked with Ms. Stein to create a communications protocol. Hopefully this will be helpful to members who are promoting events in the future.

- III. **Treasurer's Report:** The Treasurer's Reports for November and December will be uploaded to the website along with these minutes. November 1, Balance On Hand was \$17, 116.30, Book balance on November 30 was \$14,184.31. December 1, Balance on Hand was \$16,377.06. Book balance on December 31 was \$17,317.75.

- IV. **President's Report**
 - a. Thank you to the Cultural Arts Committee for the Wright Brother's assembly. It was well received by the students.
 - b. Thank you to the Book Fair volunteers who made this year's fair a success.
 - c. We will host the PTA Annual Meeting for our PTA District on March 10th. There will be a speaker and other PTA members from District 21 will be present. Registration will begin at 6:45 and the meeting will take place from 7-9pm in the library.

- V. **School Report**
 - a. Denise Damasco sent an email to report about the PTA Reflections Program. Fifty-two entries were submitted this year. We were able to send 8 entries per category. This year we had participants in the following categories: dance, literature-grades 3-5 and literature-grades 6-8. I've attached the list of names. Denise recruited 8 judges. Each entry was judged by 4 people. Most of the judges were from other schools or the neighborhood. Of course, anyone from East Prairie with a child in the category could not be a judge. Judges scored entries using a rubric that Denise found on the PTA website. The 8 highest in each category moves on to district 21. Kathy Meitzer will let Denise know which EP entries are moving from the district to the state level soon.
 - b. Carolyn Mertz would like to announce that the "Jump Rope for Heart" event is scheduled for Friday, February 13, 2015. It will take place in both gyms during the lunch/recess times (11:40 – 1:00). Ms. Mertz is looking for parent volunteers to help organize and supervise the event. Please contact her if you are interested in volunteering.

- c. Mrs. Stein reported that the Third Quarter began today. Report cards will go home on January 28th for students K-3 and mailed for students in grades 4-8.
- d. Mrs. Stein reported that in order to improve communication regarding the fourth and fifth grade honor roll assembly, the letter will be inserted in report cards of students that will be honored. The ceremony will take place on February 10th at 7 p.m. The students will receive a certificate and refreshments will be served.
- e. Mrs. Stein also reported that concerns regarding recent home burglaries were brought to her attention this morning. She was meeting with a Skokie Police detective about another matter. He stated that there has not been an increase in burglaries compared to other years. He also shared that concerned parents should contact the crime prevention unit.
- f. Mrs. Stein followed up with the police regarding the recent incident of the woman getting into school during school hours. She stated that the woman has come to the school on two separate occasions and the police were called both times. She is proud of how her staff handled the situations.

VI. Committee Reports

- a. Fundraising
 - 1. Gift Cards: A total of 324.90 was earned through the gift card sales between 11/06/14 and 12/06/14
 - 2. Fall Fundraiser: The EPI Fundraiser was successful. We are awaiting the final report from EPI as far as the total funds raised. We estimate that we came in just over \$3,000.00.
 - 3. Thank you to an EPS family for the donation of the iPad as an incentive prize for the fundraiser. The drawing was held on Friday, December 19th; Nishat Tasnim won the iPad.
- b. Health and Safety
 - 1. The Parent Safety Patrol was discontinued due to liability issues.
 - 2. Kathy Byron spoke with our PTA regional representative who stated that this type of program does not fall under the responsibilities of the PTA. Administration is currently looking into acquiring a police detail to assist with afterschool traffic safety for the rest of the 2015 school year.
 - 3. We would like to thank Angela Zervos and Don Martin for their support and dedication to keep our students safe.
- c. Family Art Nights
 - 1. This tradition at EPS is free and fun for those who are able to come. Students must bring at least one adult family member and everyone can participate in a joint art project. Sometimes it's something you make and take home, sometimes it's something we hang in the school. This year there will be 3 art nights - November, January and March. The next Family Art Night is scheduled for January 21. The activity is painting "unity circle" tiles.
 - 2. Gym Clothes- Nothing new to report.
- d. Membership- Membership cards are in. They are generally attached to the calendars, but we did not have them at that time. We are working on a method to distribute the cards to the member families. Angel Weiss has volunteered to help get the membership list into a workable list so that members can be contacted directly regarding important matters rather than requiring them to access the website.
- e. Cultural Arts
 - 1. Jill Kempner is working on getting Kevin Luthardt, a children's author from Skokie to present on February 9th. He will see the students in three

separate groups, separated by grade. She is also working on getting Brian Weissman, who does a physical fitness challenge, to come in May.

2. Family movie night: The first family movie night was a success. Over 150 people participated. Kim Uribe is considering holding another movie night this spring, but has not considered dates at this time.

g. Book Fair:

1. We made \$1000 cash and \$1000 in Scholastic Dollars to be used for books and other items. We also had about about \$500 in Scholastic Dollars carrying over from last year.
2. \$444 worth of the Scholastic Dollars went to the library for books they chose from the fair.
3. \$200 worth of Scholastic Dollars went towards books for teachers who made a wish list.
4. \$200 worth of Scholastic Dollars went towards books to reward volunteers.
5. We continue to have a balance of Scholastic Dollars of about \$800.
6. Kathy Byron is considering having another Book Fair in the spring. The spring book fair would offer incentives such as buy one, get one free.

VII. Unfinished Business

- a. Gift to School: Chris Oh has received requests for reimbursement for digital cameras, a document camera and books. The items that were purchased were:
 1. (1) Nikon Coolpix S3600 20.1 MP Digital Camera = \$92.73
 2. (2) Nikon Coolpix S3600 20.1 MP Digital Cameras = \$180.47
 3. (3) IPEVO Ziggi-HD USB Document Cameras = \$294. 55
 4. Books from Mr. Butler = \$317.19
- b. Cindy Payne will check with Mr. Butler to determine if he will be asking for further reimbursement and also check with Mrs. Mertz and Ms. Doolas regarding other approved items that have not be reimbursed as of yet.

VIII. New Business

- a. Mrs. Stein brought up a suggestion of the PTA possibly providing "Birthday Books" to students. She would help organize it if we are interested. Kathy Byron and Claudia Lopez will speak with Chris Oh to determine if it is a possibility financially. If it is possible, we will discuss it at a later meeting.
- b. It was noted that there wasn't a budget for decorations for the book fair. It was suggested that decorations be included in next years budget in addition to the breakfast.
- c. Car Magnets: Claudia Lopez looked into the pricing of getting a paw print car magnet. The last company she contacted was the same one that Niles North used last year. The pricing is as follows: 350-500 magnets would be 1.50/each and over 500 magnets would be 1.00 each. There are also additional fees of \$50 for shipping and handling and a \$25 art set up fee. Claudia will consult with Chris Oh to determine if it is possible financially. If it is a possibility, it will be discussed at a future meeting.
- d. The National PTA is celebrating Founder's Day in February. The theme this year is, "Supporting Student Success", with a focus on family engagement. We will have Ignacio Lopez as a speaker during our February meeting to address this topic. There will be a small reception following the meeting. The meeting will be moved up to 6:30 pm to allow for a quick meeting prior to the presentation.
- e. We encourage any parent who took pictures at the Fun Fair to email them to Gina Lorenz with the children who are in the picture listed. Emailing the picture to her

implies consent, so please make sure you crop out or get consent of other children in the pictures. Please send to gmdl2008@gmail.com

- f. Volunteer compensation- This will be discussed at a later date.
- g. Gift to School- Will be discussed at a later date.

IX. Adjournment: The meeting was adjourned at 8:16.

The next meeting is set for February 3, 2015 at 6:30 with a presentation by Ignacio Lopez following at 7:00 pm.

