



**Board Meeting MINUTES**  
**August 18th, 2023**  
**Start: 9am End: 11am**

**Attendees:**

- |                      |                            |                       |
|----------------------|----------------------------|-----------------------|
| Yes ▾ Jen Klemz      | Yes ▾ Mackenzie Gapastione | Yes ▾ Jen Meggos      |
| Yes ▾ Liz Rossi      | Yes ▾ Veronica Roche       | Yes ▾ Meg Klucharik   |
| Yes ▾ Erika Nelander | Yes ▾ Francesca Rabchuk    | No ▾ Melissa Odenbach |
| Yes ▾ Dr. Wagner     |                            |                       |

**Presidents – Jennifer Klemz and Liz Rossi**

- Update on Emails and Google Drive - Ciaran Roche
  - Updated officer emails to reflect current board
  - Went over how the position email shows up in officer email
  - Consider transitioning this role from Ciaran to another parent
- 2023-24 PTA Board Meetings – All are Fridays and at PD unless otherwise notified
  - August 18 at 9am
  - September 15 at 9am
  - October 13 at 9am
  - November 10 at 9am
  - December 8 (possibly virtual) at 9:30am
  - January 19 at 9am
  - February 9 at 9am
  - March 15 at 9am
  - April 12 at 9am
  - May 17 at 9am
- 2023-24 PTA General Meetings
  - Wednesday, September 20 at 7pm - Possible guest speaker: Liz Ehrhart
  - Wednesday, November 15 at 9 am
  - Tuesday, February 13 at 7pm (possibly virtual)
  - Wednesday, April 17 at 7pm
  - May TBD Luncheon
- 2023-24 PTA Council Meetings
  - Not scheduled yet
  - Givebacks (formerly memberhub) offering training - Please sign onto Givebacks
- DG58 School Board Monthly Meetings – Board to sign-up on google drive
  - Available on D58 you tube channel
- Teacher experiences proceeds: Teacher lounge and Filus

- Discussion on how to disperse money. Dr. Wagner suggested some to be used for the teacher lounge - sink and countertops.
- Veronica suggested using some money to make the student bathrooms more aesthetically pleasing.
- Making sure Mr Filus uses his staff allowance money and this money for recess/pe equipment and allocate the equipment throughout the year so we are not lacking equipment at the end of the year.
- Illinois PTA Training opportunities
  - sign up for training for board positions ie: treasurer
- Email 2023-2024 Committee Chairs with information and budgets
  - budget will not be finalized for another 2 weeks
- New Website Update - Its LIVE
  - Better and faster, easier to use
- Annual Giving Amount
  - Discussed reducing as we have several fundraisers throughout the year
  - Option to donate to annual giving or attend/participate in fundraisers
- Room Rep Requests keep to a minimum
  - Room rep emails are to be only used for teacher requests, party communication, holiday and end of year gift
- Length of meetings - following time limit guidelines starting next meeting

#### **Treasurers – Erika Nelander & Mackenzie Gapastione**

- Tax information submitted
- August balance - \$46K
- Bank signatures and check request form

#### **VP of Fundraising – Francesca Rabchuk**

- Golf Outing
- Dine- outs
- Possible Spirit Wear at Welcome Back

#### **VP of Social – Jen Meggos**

- New Family summer playdates
- Back to School Party- Monday August 21st
  - Dunk tank volunteers
  - Spiritwear - 3 shirts and 2 sweatshirts available now and QR code will be available
- Fun Lunch
  - Will start in September and be available to order for the 1st half of the school year
- Dads and Donuts now family event in September
  - Split into 2-3 groups; possibly alphabetically
  - This is now Family Donut Day - not going to be called Dads and Donuts

### **Secretary – Veronica Roche**

- Guidelines for weekly email submissions
  - Submit content to pta email only, not via text or personal email
  - Submit content no later than Sunday. Anything after that will not be included in the newsletter
- Directory Spot
  - Trying to get information early so that it's available earlier than October
- Pierce the Panther
  - Will create a folder in Google Drive. Dr Wagner will add to twitter and/or his newsletter. We will add to PTA Newsletter and print pictures to a board by the library

### **VP of Operations –Megan Klucharik**

- Outdoor Message Board - need chair
  - Beth Riley will continue in role, no chair needed
- Room Representatives
- Classroom party sign ups, check on party dates with office
- Yearbooks and need a new chair
  - yearbooks are still available to purchase, need a chair
  - Photography committee will help w/ photos; Wagner will create a google sheet with school events so that members can cover events for photos

### **VP Academic Enrichment – Melissa Odenbach**

- One Book One School
- Reflections - new chair this year
  - Jen Van Houtan will chair
- Art Awareness
- Artcot - need chair
- Destination Imagination/STEAM
- After School Enrichment programs
- Assemblies increase
  - Increase to \$6K
- Field Trip increase
  - Still finalizing amount \$20-\$25/student
- Author Fest - need chair
- Reading Games - need chair

### **Principle Update – Mr. Wagner**

- We are piloting 3 Lunch Periods
  - K-1 (11:20)

- 2-4 (11:40)
- 5-6(12:00)
- Meet the Teachers 2:45 - 3:30
  - Discussed the time it takes to label supplies. If there is a way to get the labels ahead of time. Families with multiple children spend the whole time labeling with just one class.
- Playground will be open for 1st day of school
- New lines for kids to line up for arrival
- PBIS - new program Positive Behavioral Interventions and Supports (PBIS) is an approach schools use to promote school safety and good behavior.
- ALICE Training program and will also have a parent's night. ALICE stands for Alert, Lockdown, Inform, Counter and Evacuate
- Raptor System in place, all visitors will need an ID EVERY time to enter the building. This is different from last year
- Continuing with Panthers of the Month