

KMPTO Meeting Minutes 5/7/13

Executive Board

- Co-President – Jennifer West
- Co-President – Steven Bigden-Russell
- VP – Christine Avona
- Treasurer – Kim Rossman
- Secretary – Dawn Sekulich
- Teacher Liaison – Ms. Suzanne Rivera

Finances – Kim Rossman

- The balance was \$1143.56. Proceeds from the Textile Recycling event (about \$130) & from the Dr. Seuss Reading Night will be deposited.

Past Event – Dr. Seuss Reading Night – Co-Chairpersons Mrs. Zannini & Rebecca Carpenter

- Was Wednesday, May 1st, 5:30-7pm
- Unfortunately, not many people attended possibly due to Wednesday night church & spring sports starting up.
- 160 hotdogs are still left after this event.

Past Event– Science Night – Dianna Myers & Dawn Sekulich

- Was Tuesday, April 16th 5-6:30pm
- 39 experiments were presented by students!

Textile Recycling Event – Dawn Sekulich

- About \$130 was raised from this event. 1301 lbs of clothing! Kim, our contact at Chicago Textile Recycling said, “That is a great result for a first drive!”
- KM staff & general PTO agreed the event was doable again for next year.

Administration – Dr. Bieneman

- Advised not flooding the school with too many PTO events for next year.
 - Dawn Sekulich & Steven Bigden-Russell said they considered this issue when making the proposed calendar for next year (yet to be presented to Dr. Bieneman).
- The rock wall was ordered for the school!!
 - It cost \$3800 (\$500 shipping) & consists of five 8x4ft panels.
 - Safety mats that attach to the wall were required.
 - The panels can be added onto later as KM gets additional money to put into expanding the rock wall.
- Enough funds (KM) remain to purchase monitors for the library computer lab this year.

Teacher Appreciation

- Jennifer West will chair this event.
- Hotdogs on Friday was suggested (Jennifer would not be available though nor anyone else at the meeting).
- Jennifer said she will do donuts & other on Thursday, as well as candy in mailboxes.
- It was agreed that the Teacher Appreciation would be expanded to include all KM staff (about 60 people).

Study Island – Steven Bigden-Russell

- *Although regular Study Island will be interrupted for the remainder of the year, KM Partners will be needed for next year. Contact Mr. Bigden-Russell.*
- (Postponed until next year). Mr. Bigden-Russell is still looking for KM Partners to help everyday to provide more focused lessons.
 - Help would be needed in 55 minute time blocks.
 - If you are not a KM Partner (different than PTO) & would like to help, please contact the KM office for KM Partner training.
 - PTO can help with AR program. Students will earn awards for attaining their individual goals.
- Extra training will be available for volunteers after school hours to learn the Study Island system more thoroughly.

Library Clean Up – Chairperson Lisa Garcia (PTO) & Mrs. Crosswhite (staff)

- After several proposed dates, June 5th was chosen because school will not be in session. This will allow us to invite older students, neighbors, family, friends, scout groups or any groups needing service hours to help.
- Help is needed with general cleaning and book sorting & stocking.
- The event will run from 8am to possibly 8pm, so helpers are welcome to bring in food – maybe to share (potluck) too.
- Watch for event details & sign up to come from Signupgenius.com.

Fundraising Ideas

- **Basket Idea** – Lisa Garcia
 - Lisa suggested a fundraiser where each classroom would come up with a theme for a gift basket then ask kids to have their families send in items with that theme for the basket. For example a movie basket may have candy, popcorn, movie rentals, etc.
 - The completed baskets would be raffled off. Tickets would be sold, although the winner would not need to be present to win.
 - The basket raffle would take place at a PTO event.
 - Angela Perry mentioned that she does extreme couponing. She often has a large stock of items so if they're looking for anything in particular let her know.
- **Art Walk**
 - Kids to display art and play/sing music. We'd need to speak with Mrs. Shanteau & Mr. Stuebner first.
 - Have Basket Raffle at event.
 - Display at a local business or several businesses.
 - We have a contact with the PR for Zion Best Western. See about donating or getting a discount on a room for the event.
 - *It's All Good* hosted an art exhibit for KM kids several years ago. Maybe again?

Volunteer of the Year

- Steven Bigden-Russell asked what people thought about having a PTO Volunteer of the Year.
- Dr. Bieneman suggested using SurveyMonkey.com for voting.
- Dr. Bieneman also suggested a presentation could be made at Community meeting for the Volunteer of the Year.

Field Day – Dr. Batz

- Monday, June 3 & Tuesday, June 4
- Dr. Batz still needs 14 volunteers for each day of field day. Please contact her if you are available.
- Please note that you must also be a KM Partner to volunteer for this event because it takes place during the school day. If you are not a KM Partner, but would like to be, please contact the KM office for training.
- Also needed for field day are 40 cans of whip cream.

PTO Event Calendar Proposal for 2013-2014 – Steven Bigden-Russell & Dawn Sekulich

- A PTO events calendar for next year is complete & will be presented to Dr. Bieneman.

Bylaw Changes

- Bylaw changes were presented & accepted.
- The updated KM PTO Bylaws will be posted to the PTO website soon.
- Changes included:
 - The general PTO meeting dates were changed from every month to every trimester with Executive Board meetings held as needed.
 - The election date was changed to the April meeting rather than May. Outgoing board members will remain in office until the end of school year. Nominations will be made at a special meeting or by email.
 - Clarified that special/additional meetings may be called by the president or 2 or more members of the board.
 - Outgoing officers will only need to assist new officers for 3mos rather than 1year.
 - Nominations may be made by email to the PTO Secretary. The emailed nominations would need to be accepted at the voting meeting to be included in the voting.
 - A requirement was added stipulating a balance of \$500 be maintained after any disbursements to the school to be used for expenses.
 - The position of Teacher Liaison was added to the Executive Board.
 - An amendment was added to require any communications sent must be clearly marked as coming from KMPTO. Any emails sent from a personal email address on behalf of the PTO should always have the subject line begin with "KMPTO." Otherwise, a special email address should be set up that is accessible by the Executive Board that clearly shows the email coming from KMPTO. A messaging site like Shutterfly could also be used.

BoxTops – Chairpersons Angela Perry & Kristen DePerte

- The last 2-week contest produced 5325 BoxTops = \$533!
- They will run another contest again in a couple weeks.
- \$17,128 for this year!

Campbell's Labels for Education

- Angela Perry asked if anyone would count the large number of Campbell's Soup Labels. These labels help the school earn points to choose items out of a catalog for the school.
- Kim Rossman volunteered to count them.
- A volunteer is needed to take on the Campbell's Labels for Education for next year. The labels often come in with the BoxTops anyway.
- This is a good activity for someone who would like to do volunteer work from home.
- Labels for Education are on many products including Prego, Pepperidge Farms, Glad. Go to <http://www.labelsforeducation.com/> for a full listing.

PTO Executive Board Elections

- Executive Board elections were held. No new nominations were made by either email or at the election meeting.
- The 2013-2014 KMPTO Executive board:
 - President – Steven Bigden-Russell (2nd term)
 - VP – Lisa Garcia
 - Treasurer – Kim Rossman (2nd term)
 - Secretary – Dawn Sekulich (2nd term)
 - Teacher Liaison – Suzanne Rivera (2nd term)

Meeting Attendance

Dawn Sekulich
Jennifer West
Lisa Garcia
Elise Drinkwine
Kim Rossman
Jennifer Walsh
Kristen DePerte
Angela Perry
Steven Bigden-Russell
Jessica Weishaar
Rebecca Carpenter
Suzanne Rivera
Paula Bieneman
Michelle Batz