

Edgebrook PTO Minutes for Tuesday, March 3, 2009



Jenny Mihevc (Pres) called the meeting to order at 6:37 p.m.

In attendance:

Katie Diakow	Sue Kaspar	Jenny Mihevc (Pres)
Barb Sharp (VP)	Korrin Bird (Treas)	Janet Schiavone
Mary Bidlack (Sec)	Sue Kries	Angie Feucht
Val Oldenburg	Kim Schroeder	Melissa Buckley
Tara Walker	Katie Freund	Stacy Gende
Jean Aguilar	Vickie Karcz	Ofelia Kaunas
Sandy Szamlewski	Tammy Suberla	Linda Scheri

A meeting agenda, February minutes and the treasurer's report were available for all who attended.

Jenny Mihevc opened the meeting with the Secretary's report.

Secretary's Report

Mary Bidlack asked if everyone received a copy of the minutes. Jenny Mihevc asked if any questions, amendments or comments about the report. Jenny asked for motion to approve Val Oldenburg moved, Tara Walker seconded the motion. Motion carried.

Treasurer's Report

Jenny turned over to Korrin for treasurer's report. Korrin went through line per line of the treasurer's report. Classroom allotments have been coming through we have a bout 17 of them now. Jenny asked for motion to approve. Sue Kries moved, Sue Kaspar seconded the motion. Motioned carried

President's Report

Jenny moved on to Nominations for the board. Jenny stated an email did go out and that there has been some interest in positions. Jenny stated that the treasurer's position is open if anyone is interested. Korrin Bird stated that her position is that she will not abandon the EPTO but if anyone is interested in the position, then she will step down. If someone would like to be treasurer she will help him or her through the year. Jenny stated that officers of the board could stay in position for 3 consecutive years. Jenny explained that nominations are taken in March, and then the EPTO elects the officers in April. New officers take over in May. Jenny stated that she is opening to floor to nominations. None were received. Jenny also stated that the board is the nominating committee. According to the bylaws a committee needs to be formed to accept nominations. Jenny open to the floor for suggestions on how to do the nominations. Korrin suggested last in the past they send a piece of paper around for nominations. Jenny asked if anyone had a nomination, Jenny clarified that in order to be nominated they needed to be present. Jenny then announced that the following people have expressed interest and will be nominated by the nominating committee: Jenny Mihevc for president, Mary Bidlack for Vice president, Katie Diakow for Secretary, and Korrin Bird for Treasurer. Jenny asked again if anyone else would like to be nominated, after no interest she then passed the sheet along to be passed through the members of the EPTO that were in attendance. Jenny stated again that no one can be nominated for a position with out his or her consent and that they need to be present. The nominations returned to Jenny without any changes. She stated that at the

April election she would have a ballot with the names of those who have been nominated. Vickie Karcz asked if parents of preschool parents can come and vote or run for next years' board. With everyone in agreement she was asked to have parents come and asked if she knew of specific parents that showed interest. Jenny, Barb and Katie all suggested that the word is passed on to preschools to invite parents to the April meeting.

Rockin for Edgebrook

Jenny turned the floor over to Angie Feucht. Angie stated how close it has become. Meetings are weekly to go over all details.

*Last week invitations went home. They were colored by the students made out to the parents.

*Coloring page went home last week also for them to help decorate the school

*CD's are hanging up in the hall hung up by decorating committee

*Display case is set up with a few of items up for auction

*Some of the items for auction are- Webkins basket, Lego land- Cubs and Wolf tickets
Bowling party, Bday party at Pump it Up, pool party,

*The Week of they will send a flier home with all the prizes that will be at RFE

*Angie states about the same amount of last year in donations.

*They will have a program and bid sheet next week

*Wine and dine is still part of all

*320 raffle tickets have been sold

*So far they have made half of last year

*18 so far signed up-but only went out last week

*They have Double D as they DJ booked

*Last year 75 attendance

*Barb asked if the kids would receive the cd with their picture on it that has been hanging in the hallway after event, Angie was unsure of the cost of CD's Barb let her know they are about \$5 for 200. Angie will let her know if the kids will receive them or not, Angie will talk about it to the committee.

*The kids enjoyed seeing their pictures displayed

*Tickets should be purchased by 3/9 for early bird price then \$30

*Steak fry is a popular event

*VFW have invitations to pass out to the "regulars" – people enjoy coming to steak fry's and will come for the DJ

*Tickets will be at the door at check in- a ticket must be turned in for steak

*Advertised on marquee for free

*Press release has been given to the Herald, Tribune and Star 105.5, also on community broadcast on Comcast.

*Angie is expecting to have an overflowing attendance

*Jenny asked if she needs more volunteers

*Angie stated that she has enough helpers between key club and a pre-k parent who works at Kohl's and if they get 5 people to do volunteer work for that organization, Kohl's will donate 500 dollars to us.

Angie is excited and she and her fellow committee members are working very hard for the event.

Roadrunner Day

March roadrunner day will be Thursday, March 19. Wear your Rockin' shirt. We will be handing out kazoo.

Sock Hop

Sock hop will be Thursday, March 19. Flier was sent in to Michelle, approved and will be going home this week. Details still need to be worked out. Permission slips will be sent home with the students. Thursday each student who has turned in a permission slip will receive a green Edgebrook bracelet, which will serve as admission to the sock hop. Snack and drinks will served in café, phones will be left on in the office. Parents are welcome to bring morning kindergarteners back. If a parent is a helping, then siblings can stay.

Earth Day Event

There was a very good turnout for the Make a Difference Day that was held in September and mentioned back then that we should have another one in the spring. It was decided that the April Family Event would be a Spring Make a Difference Day timed around Earth Day. Recycling has been talked about and Katie Diakow will look into. Jean Aguilar was working with an earth friendly company but has not heard back from them. Angie stated that McHenry Township sent a newsletter about recycling. Sue Kaspar looked into doing a recycling day for unusual recycling such as oil based paint, etc. She made a few phone calls and found out it is an 8-9 month planning process to get funding. It is a couple hundred dollars per truck to recycle hazardous material. Katie will call the township to see if the can send a truck for pick up if we collect. Sue is working with the dept of environment health to put a school assembly together. Sue will know more at the next meeting. The Spring Earth Day event will be held Saturday, April 25th from 9-12. Katie was asking for times of the event to report back to cub scouts. Barb Sharp was asked if she received the email saying that the cub scouts would like to come and help with the event. Katie explained that 90% of the den are Edgebrook students and they would like to do a community service project. She can report back to the pack with the dates. Barb said she talked to Roxana Mathes and they will discuss it further. Barb also asked if all was in agreement to add to Christy's garden and all agreed. The crab tree was discussed and Barb Sharp and Katie Freund reported that Michelle will look more into it but as of now the district's view is it is a huge project to remove the tree and as long as it has living limbs the tree should stay. Suggestions where made that maybe we can trim the tree to help in the appearance. Katie Diakow offered her help to Barb for the event. Jenny announced that Barb Sharp and Roxana Mathes will be chairing the event and Katie Diakow and Sue Kaspar will be the Cub Scout liaison. Jenny asked Katie Freund if the school wants particular flowers placed around to let Barb sharp know. More details will be at the next meeting.

Market Day

Stacy Gende was unable to attend so Korrin Bird gave her report. She stated that the extended hours are still in place and asked if anyone has heard that the like the extended hours. She was told that parents like the extended hours from both Duker and Edgebrook. Again it was brought up that we cannot print the hours on the per market day company. Mary asked if anyone would be able to help co-chair the Market Day with Stacey next year to help with the work load on her. Katie Diakow offered to maybe help. Mary also

suggested that maybe Chantelle should be asked to co-chair since she is there every week anyway.

Our babysitter needed to leave so the children joined the meeting and were a bit of a distraction for the rest of the meeting ☺

Box Tops/Soup labels

Katie reported she just submitted 400 to Campbell's on 2/20- up to \$1200 for the year. This was the last one for the year; collection from now on will be for next year. Katie is going to talk to someone at Prairie Grove Schools; she has been informed that they are earning over \$4000 a year in box tops. Katie is asking for a flier made up to go home before summer explaining online orders donations like Wal-Mart, Staples so on. Angie let the PTO know that Staples gives you \$3 per cartridge and you can bring in 3 cartridges a day, she does it all the time and it pays for what she buys right there.

Food Nights

Katie Diakow reported she just added more food nights. Village Squire, Warsaw Inn, and both McDonalds, are contacting her. She is putting together a summer list to include the drive in theater, Oberweis, Dairy Queen. When she has it done we can make a flier to go home for the summer.

Yearbook

Sandy Szamlewski reported on yearbook. Sandy states yearbook is good. Yearbook is turned in 2 weeks. They will be in at the end of year. She will not be sending out a second form to order yearbook since this creates duplicate orders. Sandy also reported that teachers are looking for more rechargeable batteries. Edgebrook has 1 camera per grade level and are purchasing their own batteries. Sandy said she would look into it and purchase them. Vicki suggested that she looks into Interstate batteries. Angie Feucht made a motion to allot \$150 Sandy to purchase batteries and chargers. Sandy Szamlewski seconded the motion. Motion carried. Katie Diakow complimented her on last year's yearbook and what an awesome job she does. Angie asked if she could make a special page for PTO. Mary stated that we need someone at each event to take pictures. Sandy suggested that who ever is running the event should take the pictures. Jenny and Mary both admitted they are not good at that and asked for someone to be at the events to take pictures, Katie Diakow and Kim Schroeder both offered to take pictures at events.

The children at this point where done sitting quietly

School Supply Kits

Linda Scheri reports that she needs to have the programs and form request turned in this week to School Kidz. Next week is kindergarten screening and she will have the information there for incoming parents. She has a couple of questions before she sends it in. Staples offers extra items along with school supplies such as backpack, water bottles, lunch boxes, book cover. She would like to know if EPTO would like to include the items in the order form and if so at their price, with 5%, or addition price like a fundraiser for EPTO. Does the EPTO want to continue it as a service to the families or as a fundraiser? She reminds EPTO that we are earning 5% from supply orders but staples offers increased pricing that would make it a fundraiser, she is asking if that is what the EPTO

would like to do. Also the supply kits costs can be increased as a fundraiser. Staples offers 7% if all orders are by 5/16, which is what she is aiming for. Korrin clarified that Edgebrook as receiving the 5% already and her opinion is that school supplies is not done as a fundraiser, but as a service to families. Mary suggested that all additional items be added to the order form but just not with an increased price. Mary reminded that everyone that the whole point of looking into a school supply kit this year was to lower the cost to the families. Barb asked for a show of hands if they would rather not have the supplies be a fundraiser. Linda shared that the Kindergarten kits will be \$29. She asked if she should keep 5% added on the kits price or remove the 5%. Korrin and Mary both express that we should keep the 5% in to cover additional expense such as bounced checks, paper and EPTO doesn't want to lose money in the end. Linda asked if she should just round up each kit to the nearest whole dollar. Everyone agreed. There is a problem with 3rd grade, boy and girl kits are different and priced different, boys are \$29.64, and girls are \$31.28. The difference is due to the supplies difference; paper towels versus Ziploc bags, Linda would like to know what would EPTO like to do. Jenny suggested we do \$31 for each instead of losing money for 30. Linda checked dates with everyone, 8/17 is the first day of school. Office will be in on 8/3, kits delivered 8/3 she will sort them then 8/10 she will be at school for pick up. The order forms states pick up date, and asks for an email address. There might be an open house before school starts. Katie Freund states that nothing is set for that. If parents are unable to come to the school on pick up date, the kits will be in the classroom on first day of school. Office is in 8/3 Monday - Thursday. Mary asked Linda to remind her when it is close and she will send an email out as a reminder. Linda will have email and phone numbers for reminders.

Some of the children at this point found things to throw, sometimes at each other ©

Principal's Report

Katie Freund first started with how great the hallway looks, parents, staff, students, everyone loves the hallway! Spirit wear, she is aware that parents are being overwhelmed with all the things coming home asking for money, but we also have parents asking for spring spirit wear sale. She is asking if we are doing spring sale. Korrin asked if they would be in by the end of the school year and Katie explained that there is a 3-week delivery. It was suggested that we wait until after spring break. Katie was asked if it is possible to have the spirit wear available at all times on the website. Katie looked into that before from a few different companies and because it is such small orders at a time that way the cost is large. Because of bulk orders we have a cheaper price. Katie was asked if she will chair the spring sale also and she said she would. Katie will have display placed in the office again. It was suggested to Katie that we don't send it out until after spring break. Tara Walker suggested that EPTO buys spirit wear in bulk and sell it at events like a store, Korrin pointed out that we would have inventory to keep track of Mary suggested that Tara might be a great person to run and keep track of inventory. Tara said she would do that, and to give her a budget that she can work off of, she will be at each event to sell. Barb asked again for a show of hands as to if spirit wears was to go out before spring break or after spring break. It was agreed that it would go out after spring break.

Janet Schiavone asked how as a parent with different things coming home can she determine what is for the EPTO, school and what goes elsewhere. She would like it to be clarified when things go home. In order to help the clarification Mary let everyone know that after a conversation with Michelle it is agreed that everything is to be passed through her before it goes in the mailboxes, this way things will be more clarified as to what is what. Katie Freund agreed; if you would like to send something home to the Families of Edgebrook plan ahead enough to have it sent into Michelle either through PTO gmail or hard copy in the office. After the PTO Board approves then it goes to Michelle then to you. .

Angie suggested that on the spirit wear order from it states that \$1 will be going to the PTO. Everyone was reminded that the EPTO told the families that they were not doing any fundraising and if this were on there it would be a fundraiser. It was suggested that sometimes families would donate money without even purchasing the items. All agreed that next year we could state this as a fundraiser. Tara suggested that we could state the spirit wear fundraising was for badly needed playground equipment. Mary showed her that it was on the agenda to discuss. Katie then reported that after a conversation Michelle is offering ideas for wishes to be purchased by the PTO. Katie has information on posted signs she would like to add to the wish list. Asked to give a suggestion for the budget next year to add in a Celebration of the Arts Basket. Mrs. Nichols sent in a thank you note to the EPTO for the storyteller. Kim was asked to add the note to the bulletin board

Children were REALLY DONE at this point BUT the meeting was not

Teacher's Report

Barb turned floor over to Val Oldenburg for her report. She stated that she didn't really have a lot to report other than how good the hallway looked and all the comments about it. It opened a great opportunity for the teachers to explain what they are hanging in the hallway for. Continued thank you's from teachers for the teachers from x-mas. There was also a question from Mrs. McDonnell, as to whether she turned in the receipts for the ducks and incubator, Korrin will look into it.

Donuts for Dad Recap

Floor was turned over to Mary for report. Mary stated that it was another great turn out we had about 320 again in attendance. The coffee was a little more of an expense than planned, because of an oversight, we had to purchase coffee made for the event. Racing car pads of paper from the closet were handed out to the dads. About dozen and half donuts were left and were placed in lounge for teachers. Another great event.

Summer Garage sale

Katie Diakow is still working on it and is planning to measure spots. Vickie Karcz has been doing legwork and got a copy of a someone else doing a garage sale and they will follow that. Katie will have more to report at the next meeting.

May event

Mary reported that they are thinking about doing a big blow out end of year party. At the end of the year party we would like to use last year's RFE profit for teachers and playground to grant wishes to the teachers. Teachers will receive their wishes at the May event on May 8th, which is the same day as book fair.

New Business

Mary pointed out that Kim Schroeder is the one doing the bulletin board and what a great job she is doing. Everyone complimented her for the wonderful job. Since Kim came in later Mary informed her that she missed the nominations for next year's board and asked if she would be interested in being the treasurer. Kim asked for clarification on how the vote and nominations work. Jenny explained the process. Jenny Mihevc stated to committee chairs that if anyone is not interested in chairing their same committee, please let the board know. Like this year we will be trying to have at least 2 people on each committee.

Jenny reminded everyone that nothing is to go home to the families with out PTO approval. Mary stated that she talked to Michelle today and she would like nothing to go home without her looking at it. Anything going home first needs to be sent to the PTO e-mail: edgebrookPTO@gmail.com for board approval and then the board will send it to Michelle for administrative approval, and then it will be able to be copied to go home. Once a flier gets sent to gmail we will forward to Michele and then back. There were some questions as to if something happened for this to come about. It was just explained that there was no problem just she would like to have final say in what is being passed to parents. The board agrees, understanding she is the principal and needs to know what is sent out to parents.

Behind the curtain the children were having a great deal of fun!

Barb Sharp went to save the day and read the children a story

Spring Book Fair

Sue Kaspar pointed out that Jean Aguilar will be taking over the spring book fair, but she will co chair to teach her. Sue asked if an email could be sent out for volunteers at the book fair. Mary told her that if she sends it to gmail she would send it out to everyone. Sue has been working with Diane and book fair kit should be here next week. Jenny asked Katie Freund to have Debbie or Wanda let Sue know. Volunteers from last year reminded the EPTO how busy they were at last year's event. Mary asked Sue if we should rethink the date of family fun night so that we do not take volunteers away from book fair. Sue pointed out that she believes the events at the same time helping to bring in families and asked that it not be changed. Katie Diakow suggested that we have 2 cash registers running.

Jenny asked if any one has anything else.

Mary asked for permission to use the moneybox for a GS event this weekend permission granted.

Adjournment

Jenny asked for a motion to adjourn the meeting. Katie Diakow so moved and Tara Walker seconded the motion. Motion carried. The meeting adjourned at 8:08.