



Parent Teacher Council

Agenda

May 9, 2023

Board Members in Attendance: Stephanie, Ariel, Holly, Christine, Kim

Others in Attendance: Sarah, Mrs. Burnett, Ms. Clarey, Lupe, Lisa, Mia, Andrea

1. Call to Order – Meeting was called to order at 7:03pm. Motion to approve
2. Approval of Minutes: Minutes were approved
3. President's Report – Stephanie Furlong
 1. Gotten word that possibly an engagement liaison would be attending, but unsure of whether that is happening
 2. Not too much to share from the district
 1. A few weeks ago, 3rd through 8th graders took a bullying survey
 1. There's a group at Glen Crest who created the survey to see how they can better support/improve bullying
 2. New Superintendent – under a 3-year contract
 1. Anyone have the opportunity to go to the Open house to meet him? Yes, seems like a great person, very approachable in the brief interaction with him
 2. Mrs. Burnett sat down with him and feedback is really good. Ms. Clarey shared similar feedback
 3. Westfield is looking for a principal
 4. Amazing Race is coming up. Sarah sent a blast out and we did get a volunteer, which is great.
 3. Steph asked to note: some ideas for Fundraising/Nights out
 1. Glen Crest was doing Blackberry Market for their fundraiser and they were able to partner for an entire week
 2. Briar Glen did a Trivia Night at Warrens – really good feedback on this event
4. Treasurer's Report – Ariel Steffens

1. Updates from last month – issues with taxes
 1. There's also an outstanding 2019, so we will stop working with this accountant
 2. Formal request in writing to have the late fees waived, which was sent over last week
 3. Ariel to provide an update
 1. Perhaps we can work into by-laws that the treasurer can do the taxes going forward.
 2. Let's bring this up again next year
 4. Tax exempt status expires at the end of May, Ariel submitted to renew

update on Technology funds/voting

- o You'll see in this month's budget, \$62,000
 - About \$31,000 is restricted. D89 basketball has \$16,000 of it, and Cheerleading has a balance as well.
 - Estimated 1 year of operating expenses to be about \$16,000
 - Paid the Fun Run \$2,000 upfront
 - We have \$31,000 most of which was raised by the Fun Run
 - It says we have a net of 11,926, but the t-shirts have not cleared yet
 - We need \$25,735 to clear/cover the expense
 - Does the cost include the insulation – yes the IT and building and grounds team confirmed that they can do everything in house
 - Would it be beneficial to do it alongside with the other work this Summer. We can't because of the construction that is already going on.
 - Would we purchase the equipment now? – Yes, we would put in an order. There is a lead time associated with a lot of the equipment. We would have a contract and have to wait on the equipment to arrive.
 - How much would we owe up front? Would we need to pay in full? Mrs. Burnett is looking into this for us.
 - 50% down payment of the hardware cost with the remainder after completion of the project
 - Subject to restocking fees, if canceled
 - Looks to be about \$13,389 as a down
 - Ariel made a request to approve using that expense to cover the AV Equipment
 - After the AV equipment, the balance would be about \$5,000
 - Suggested to make 2 motions to lock down the 2nd half, since we want to lock down that 2nd half as an approval
 - Christine motioned to approve 50% of the AV equipment cost equipment
 - Holly 2nd the motion
 - All in attendance approved motion
 - Christine motioned to pay the additional funds/remainder of the full payment 15 days after the completion of the project:
 - Ms. Clarey 2nd the motion
 - All in attendance approved motion

- Thanksgiving or Xmas Break, potentially a long weekend to complete this project. Need a rental of the lift, etc.

5. Principal's Report – Mrs. Burnett

1. Fun Run – Staff loves that day and the kids love the matching shirts
2. Wanted to say thank you to Kim C. for all of her time and efforts over the last couple years, and thank her publicly for all she's done
3. Thank you for everything with Teacher Appreciation. It's creative and beautiful and fun
4. Kindergarten and 2nd grade music performances
5. Field trips are coming back which is so exciting
6. Field Day on May 19th
7. 5th grade step up day is May 24
8. May 25th is a half day.
 1. The theme is "Zoom out of School" – wanted to clarify that this is an in-school day, and it is not online
9. Registration
 1. The day after school is out, resources are limited because Mrs. Burnett will be moving over to Briar Glen
 2. Please remind people to register ASAP
 1. Are numbers down? Some returning families have pre-registered but haven't formally registered
 1. There are reminders that have been sent out
 3. Kindergarten – almost full at 2 sections, about 50 students
 1. We don't go over 25 students per classroom

6. Faculty Report – Ms. Clarey

1. Staff Lunch was fabulous. Thank you for that
2. Teacher Appreciation Week was great. The Lounge was cute and the cart had gluten free options. Very thoughtful
3. ABC countdown is going well, Popcorn day is on Thursday
4. Next year, Mrs. Wankel and Mrs. Aiello will be joining, but this will likely be Ms. Clarey's last PTC meeting

7. Committee Reports

a. Staff Appreciation

1. Arbor View families donated
2. Today was desserts and there are a ton left over
3. Breakfast tomorrow
4. Thursday is a game

Thank you to Lisa and Mia for their help with this. Wonderful committee of 11 members who are extremely creative, and it's been a really great group effort

b. Staff Luncheon

1. Went very well
2. Generous parents that donated
3. Used budgeted money for a good meal, which was great

Thank you Cards – We do have a stockpile of thank you cards. Feel free to reach out to Stephanie or Ariel if you need any of these to thank someone or a business.

Lisa mentioned she has a document or template for people that donate, if you need something official for tax purposes. – Lisa to email this over to Christine so we can save it on the drive

Bricks – Lupe has all of the information.

Lisa will call the person that Lupe is the new authorized person

There was an order for Mrs. Johnson, which we are able to get at cost of \$25

Last time, the grounds people did not arrange it and they put it in the wrong spot. –Ideally, we have a spot for the teachers and another spot for families

Lisa offered to help

8. Liaison Reports

a. Girl Scouts - Lisa Loftsgaarden

1. Olivia had a girl scout event
2. Kindergarten Daisies learned about nature and received a badge and have a pool party planned for June
3. 2nd grade brownies have had a great year and learned about engineering and friendship
4. 3rd grade brownies will be camping over the summer and also donated over \$400 to Ronald McDonald. They also created a birdhouse which they plan to install once the instruction is complete
5. 5th grade juniors did jewelry making and having been organizing a drive for the humane society and will later be presenting them with their donations

b. Cub Scouts - Lupe Santillanes

1. Niko

2. Scouting for food was last week and it was a success and were able to get a lot of donated food for the food bank
3. Activities over the summer including walking in the Glen Ellyn 4th of July Parade and a camping trip

9. Old Business

a. Fun Run recap – Mrs. Burnett

1. Met with Sarah (the rep) and talked about dates for next year
2. Potentially, we may replace this with another event
3. 2nd year was so much easier to manage
4. It was a great event
5. There is a list of people who have corporate matching. There is a reminder to make sure those are submitted so we get those extra funds
6. Looking ahead, Sarah was going to hold the dates for us and would hold for the deposit. We will hold for now and wait to discuss in the Fall.
 1. It is a \$2,000 deposit, but it is a fundraiser than brings in a lot of money
 2. Last year, we paid on August 19th
 1. The last couple years, we had some large things to fundraise for, so perhaps we have a discussion in the fall on what we are raising money for to determine if the Fun Run makes sense.
 3. 50% of proceeds are required; are there other options so that we don't have to pay 50%
 1. Last year we kept 58% of funds donated and this year we kept 55%
 2. We had this discussion a few years ago, and a few parents tried to organize a family 5K on hidden lake and also a boosterthon where we hired a DJ and while we were able to keep more of the funds, it was a lot more work on the parents hands.
7. Stephanie motioned to table this discussion and revisit next year. All in attendance were in favor of that motion

b. Restaurant Night

1. Crumbl Cookie fundraiser raised over \$100
2. Ms. Clarey mentioned the idea of doing a food truck
3. Stan's Donuts?
4. Chik Fil A? – there was a wheel to spin for coupons
5. Stephanie to relay the feedback/ideas

10. New Business

a. Kindergarten/New Student Meet-ups - Stephanie Furlong

1. Can we do those on the playground this year? Mrs. Burnett said No, this won't be safe this Summer
2. Potentially a new location, maybe in Scottdale
3. Stephanie will continue doing it or partner with a family. She will put some dates together
4. Mrs. Burnett offered to schedule it
- b. **PTC would like to continue with offering the tshirts to the incoming kindergartners

1. Can the Wave Club hand these out, if possible. Kim Wankel made this request
- c. Volunteer Appreciation event - Holly Redfern
1. Next Wednesday the 17th at 2 Hounds
 2. Appetizers, Soft Drinks and Cakes to thank everyone for their hard work over the course of the year
 3. Adults Only
- d. Communications/Website - Sarah Malcolm
1. Started to work on a new website
 2. Committing to one more year and then the following year, Sarah will start transitioning to a new person
 3. We will need to merge the PTC Drive with the Drive that Sarah has been maintaining
 4. Website was down, but now it is back up – it has been renewed up until next April.
 5. Directory Spot is very helpful, when compared to the Facebook page (per Ms. Clarey)
 6. Need to determine if there is a better way for us to communicate
 7. We did look into Google Forms, but there were some issues
 1. Whoever you put as an editor, you can get an alert when someone fills out a form
 2. Because the PTC email is through gmail, there's some issue with making someone with a D89 email as an editor.
 8. The website is fine, but is very clunky
 1. Sarah started doing a separate website on Google Sites, which can be linked to the PTC email address.
 2. Are we open to a new website? – Let's revisit in the Fall to combine the 2 drives and get the ball rolling with the potential to create a new website
11. Other: Welcome District 89 Liaison! – Tiara, former Arbor View parent. Her oldest is a Senior in high school and daughter is a Sophomore
1. Goal is to increase engagement and have more volunteers to make sure that that reflects the student body
 2. Working towards a means of sharing information and keeping everyone involved and informed
 3. Work with different families and if any family needs support, please let the PTC know.
 4. We want people to feel comfortable and connected.
 5. Question from Lisa, would we consider moving the meeting location to International Village to help accommodate some other families involved, and would be interested if they had more information and knew what to do.

1. This could also be a great meet up location
2. Would there be an opportunity for some sort of babysitting opportunity to help up attendance during the PTC meetings
 1. Holly offered to watch kids in the gym during the meeting
 2. The high school has the key club that would love to volunteer
 3. Tiara mentioned there was an event at Glen Crest where they had the Glenbard South basketball players come in and kids loved it

12. Meeting locations: This year we alternated between in-person and on Google Meets. We haven't decided on a game plan for next year, but unofficially we will probably stick with the 2nd Tuesday of the month and potentially consider alternate locations and/or babysitting opportunities.

1. Are there other opportunities for meeting locations in addition to International Village
2. This allows us to be inclusive and welcoming and accessible to all members

13. Forward looking, do we have a date for the Back to School Bash?

1. Not yet, typically we wait for the curriculum nights to be set. AV is set but we are waiting on the high school
2. Easier to plan the quicker we have the date solidified

14. Adjournment- Meeting adjourned at 8:18pm