



## Meeting Minutes

Tuesday, September 10, 2019

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### Meeting called to order @6:32

**In attendance:** Cristin Gaines, Anna McCormick, Amy Benedict, Coartney Siuts, Mari Anne Bocker Curry, Mary Powers, Tessa Prosser, Dy-Ana Skibbe, Annie White, Hannah Britt, Amy Cross, Lanee Reichert, Floyd Fisher, and Jess Robbins

### Officers' Reports

- President: Anna McCormick - **none**
- President-Elect: Amy Benedict - **none**
- Treasurer: Coartney Siuts
  - Approval of Treasurer's reports from Aug & Sept - **Aug.- Floyd Fisher motioned to approve, Mary Powers seconded; Sept. - Floyd Fisher motioned to approve, Amy Cross seconded**
  - Approval of budget for 19-20 - **Board approved and signed; will be available online**
- Secretary: Jess Robbins
  - Approval of August minutes - **Floyd Fisher motioned to approve, Dy-Ana Skibe seconded**

### Old Business

- General PTO email address - [westpto@unity.k12.il.us](mailto:westpto@unity.k12.il.us)
- These committees are in need of help:
  - Apparel - shadow
  - Fun Day - co-chair
  - Family Movie Night - shadow
  - 5K - shadow
  - T-shirts - shadow
  - Trivia Night - shadow

### New Business

- SAEBRS screening tool - Amy Cross - **Illinois has SEL standards just like other academic areas, so this tool would help screen for students who need these supports. This tool would provide improved confidentiality for students. It would be used for grades 3-5; other screeners would be used for k-2 that would be more developmentally appropriate. If a student is flagged then they can do a self-assessment using this tool. The data is easier to read and interpret for staff and parents. Projected dates for this to be administered are October and March. \$600 was requested from the PTO to pay for this screening tool. It was unanimously approved.**
- Fun Friday @ El Toro @5:30 - **Trying this for the first time based on feedback from social media. The hope is for people to get to know those on PTO in a more relaxed environment.**
- Other new business - **none**

### Committee Reports

- Accelerated Reader: Stephanie - **Jess Robbins reported for Stephanie Berkey who could not attend. The AR prize lists and medal goal sheets have been updated and**

shared with staff. Jess will send them to Tessa to post on social media for parents. Lanee reported that the program isn't doing what she hoped she could get it to do to make reporting easier, so she will contact Stephanie and they will figure out the most optimal way to run reports for prizes.

- **Apparel: Dy-Ana Skibbe - It was easy and the items were packaged nicely. Unfortunately, people who missed the cut off date will not be able to order until the next time it's offered, hopefully before Christmas time. Official numbers aren't in yet, but a profit was made. Dy-Ana is looking into another company that could possibly have apparel available all year long. It was estimated that we'd get a 12% kickback. There was an extra shirt sent, so the committee thought it would be a good idea to have a Unity themed basket for the silent auction that it could be used for.**
- **Box Tops/Coke Rewards: Cristin Gaines - The winners were announced on social media: Tori Stierwalt & Rebekah Albaugh, who won \$10 gift cards. The next contest will be to win a tailgate basket (with items that support box tops and Coke rewards). The two families who raise the most in box tops and Coke rewards combined will win a basket. People can submit their earnings via email, as well as send in actual box tops and Coke caps. This contest will end at the end of October since the next big turn in date is Nov. 1. Contests will be announced each month. Cristin welcomes help from the 5th grade Student Council members willing to count.**
- **Fundraiser (Club's Choice) : Anna - We're half-way through and things are going well. There have been 2 achiever handouts and there will be 2 more. Students have enjoyed the first responders being present at the handout events. Jason (Club's Choice Rep) brought posters to raffle off for classes. Anna mentioned that this was the first kickoff she witnessed and was amazed at how excited (and loud) the kiddos were. People still have the option of sending in donations instead of purchasing items. Students will be rewarded for donations from the school instead of from Club's Choice. Sales end on the 18th. We will need volunteers on delivery day, Oct 23 (which overlaps with the Book Fair, and is also "Unity Day" for Bullying Prevention Month).**
- **Open House: Anna McCormick - It went well. People enjoyed the La Paloma truck, and Kona Ice gave a generous donation. Teachers reported that most families came, so it was a good turn out. Prep is easy since there is no preorder for food needed.**
- **Restaurant Fundraiser: Annie White - Monical's is set for Oct 24 (parent-teacher conference day). They will send flyers about 2 to 3 weeks in advance of the event. Annie has been looking into the possibility of El Toro, with a suggested date of Nov. 25, the Monday before Thanksgiving. It is estimated that we could get a 25% kickback. She will find out if the the new El Toro (at the Fields) is an option.**
- **Scholastic Book Fair: Anna Mccormick - It will be the week of Oct. 21-26. She will need volunteers, and reminded everyone you do get a discount for volunteering your time. She is also looking for a volunteer to be Clifford, and is excited that we will get to use a new character for the spring book fair. She will send out a sign up for volunteers soon.**
- **Teacher Appreciation: Mary Powers - PTO will feed teachers during parent-teacher conferences on Oct 24. Mrs. Reichert conveyed that the teachers liked eating together in the back-half of the gym, which will hopefully help with the timing of set up and clean up. She is guessing dinner will be around 5:30, but will know for sure by Oct 1 when conference sign ups go live.**

### **Teacher Reports**

- **K – 2 - none**
- **3 – 5 - General reminder from 3rd that students can bring sweatshirts to keep in their lockers, and they need headphones. Mrs. Reichert said that if anyone can find bulk pricing for headphones to let her know. 5th grade Council has set up the spirit days for Homecoming: Mon-Pj Day, Tue-Fav Sports Team, Wed-Dress Nice (Picture Day), Thurs-Twin Day, & Fri- Unity Colors Day. Mrs. Reichert also shared that we kicked off**

our exploratory groups this week (see Principal report).

### **Principals' Reports**

- **Floyd Fisher - Mr. Fisher explained that we have mandatory emergency drills. We will have two fire drills in the near future, one announced, and one unannounced when the fire department will be present to evaluate our evacuation. Officer Franzen will be present for our Code Red evacuation drill. Mr. Fisher was proud to share that we are a model school and have conducted our intruder evacuations in compliance with state laws even before they were state law. We will have a bus evacuation drill, and unintentionally had our tornado drill on the 2nd day of school in response to weather alerts in the area. He conveyed how well the students did during the tornado drill, especially since it was during lunch. Annie questioned if there had been an active intruder evacuation drill, but only teacher-led drills have been practiced. Both Mr. Fisher and Mrs. Reichert shared an example of how an active shooter drill is carried out with students.**
- **Lanee Reichert - Mrs. Reichert explained that students who fall below the 25 percentile are targeted for an intervention and get support during exploratory. She explained that we are a "Targeted Title School" so resources from the Title grant are allocated for targeted students. Mrs. Reichert is able to reserve a "Curiosity Dome" for the Spooktacular STEM day, which is scheduled for Fri., Nov. 1st. She was able to reserve the large dome so an entire grade level can fit in at one time. She requested support in funding from the PTO since the opportunity to sign up came after school started. The quote was just under \$2,000. Mary Powers motioned to approve and Amy Benedict seconded it, the committee unanimously voted in favor.**

**Motion to adjourn meeting made by Floyd Fisher and seconded by Mary Anne Brocker Curry. Meeting adjourned at 7:44.**

**Next Meeting: October 8 @ 6:30**