

# Marshall Elementary Parent-Teacher Organization Meeting Agenda

November 5, 2019 - 6:30pm

School Library, Gifted Academy at Thurgood Marshall Elementary

I. Call to Order: 6:31 p.m.

II. Roll Call / Introductions

- A. Executive Board members introduced
- B. Present: Monica Benolkin, Michelle Carlson, Julia Kindler, Melissa Kloc, Shannon Bennett, Rachel Bagne, Chris Alesandrini, Carlos Ramos, Sherry King, Amie Rock, Kenneth Pierce, Doreen Pierce, Jessica Powell

III. Reading and Approval of Minutes

- A. Monthly Board Meeting, October 1, 2019
  - October 2019 minutes updated to show apple was theme for 1st grade parties only.

Doreen Pierce moved to approve updated minutes. (Kenneth Pierce 2nds the motion). Minutes were approved.

IV. Reports of Officers

A. Co-Presidents' Report (Doreen Pierce)

- We can now see website while on the internet at school. It has been added to the whitelist. Teachers can input needs for Workday Wednesdays and communication with parents for these Wednesdays will be more smooth.
- Family Directory is next large project.
- Volunteer needed to keep PTO bulletin board updated. Melissa Kloc volunteered.

B. Co-Vice Presidents' Report (Doreen Pierce)

- Orhan Erdem has resigned as co-vice president.

C. Secretary's Report (Monica Benolkin)

- No report.

D. Treasurer's / Assistant Treasurer's Report (Chris Alesandrini)

- Race for Education income currently on target. Around \$19300 has been given thus far. \$19700 was target.
- Book Fair- gift card from Follett for \$500 for library. Book Fair was a success overall.
- Overview of budget handed out.

E. Principal / School Administrators' Report (Jessica Powell)

- Golden Apple- 12 Marshall teachers were nominated. Process explained.
- Technology at school getting better since ransomware attack. MAP tests completed. ExactPath, chromebooks, and ipads are being used. Desktops currently don't work. Home Access Center is back up, which does not affect Marshall families very much. Seesaw being used by classroom teachers for communication.

F. Grade Reps' Report (Melissa Kloc, Sherry King)

- No report

G. Parents' at Large Report (Julia Kindler, Julie Knutson)

- No report

All reports accepted.

V. Reports of Committees and Events

A. Teacher Conferences Lunches (Doreen Pierce for Shannon Thoms)

- Beef-a-Roo and Valli served. Everything went smoothly.

B. Race for Education (Doreen Pierce)

- The packet was updated this year. Teachers were a great help with photocopies. Waterbottles used. PTO website has fancier look with "Race for Education" button.
- Not having access to technology hurt access to supplies and ordering through RPS processes.
- Budgeted 2200 + 500 from Walmart + 200 from Meijer. Expenses were around 2400.

C. Book Fair (Doreen)

- Kay Baer, Sherry King, and Julie Knutson will be taking book fair over in the spring.

D. Monster Mash (Doreen Pierce)

- Activities included games in gym; facepainting and photo booth in art room; balloon animals and cake walk in music room; bingo, crafts, and walking magician in cafeteria. Tried to keep people entertained instead of waiting in lines.
- Rockford University students volunteered.
- 3 food trucks at event.
- Budgeted 800 + 400. Spent all of it. Much of expenditures went to entertainment.
- Kenneth suggests we can monetize the food trucks somehow.
- Kenneth suggests figure out attendance numbers by printing tickets, sending them home, and collecting tickets when students get there.

E. Turkey Bingo (Melissa Klock)

- Scheduled for November 22 2019
- Amanda has prizes. Blind bags, ornaments with Marshall elementary logo, looking for things to fill blind bags
- Looking for volunteers and root beer and ice cream donations. Julia Kindler made a flier.

F. Spirit Wear (Jessica Powell)

- Commission check being mailed from Embroid This. New t-shirts designed for running club, chess club. Discount code for DasherDash is marshall2019.

G. Everyday Fundraising (Shannon Bennett)

- BoxTops sent in 2280 boxtops. We have \$30.80 from app. Clipped boxtops \$259.70

Julia moves to accept reports from Committees and Events. (Melissa 2nds). Reports accepted.

VI. Special Orders of Business

A. 2019 - 2020 Officer Elections (Doreen Pierce)

- a. Vote for nominated candidates - Michelle Carlson- Parent at Large.
  - Michelle Carlson elected Parent at Large.
- b. Julia Kindler moves to suspend bylaws Article 5, section 3 in order to elect Carlos Ramos for parent-at-large at this meeting. Melissa Kloc 2nds.
  - Doreen nominates Carlos Ramos for 4th parent-at-large. Carlos Ramos elected.

B. Call to fill open positions.

- a. Need a Vice President position. Very important to fill this because will become co-president next year.

C. Bylaws / Conflict of Interest Policy acknowledgement and agreement

- a. Given to Carlos and Michelle.

VII. New Business- Doreen

A. Grant Request - Nurses' Office

- Doreen would like to create a committee to help figure out grant process and help respond to grant requests (specifically non-classroom teacher grants) in a more timely manner.

- Julia moves to suspend Bylaws/Rules so that committee can be created today. Current requests are pending, so committee is needed quickly. Melissa 2nds. Approved.
- Doreen, Amie Rock and Melissa Kloc and Julia Kindler volunteered to be on grant request committee.
- Kenneth moves to refer Nurses' grant request to committee. Chris Alesandrini 2nds. Approved.

B. "Book Fair" at Barnes & Noble (Doreen)

- Opportunity for "spirit night" at B&N. Evening could include Activities, readings, special drinks from cafe. PTO would receive percentage. Need volunteers. Amie Rock, Michelle Carlson, Melissa Kloc, and Julia Kindler said will help. Looking for a pre-Christmas date.
- Discussion around whether "spirit nights" cut into Race for Education \$\$, how spread apart other spirit nights are.
- Julia Kindler moves to add event to calendar. Jessica Powell 2nds. Approved. Kenneth voted no. Motion passes.

VIII. Announcements or Discussion at Large

A. Family Directory- Can be done for around. \$250 with RPS. However, there is no budget line in current budget.

- Melissa Kloc moves to suspend rules to allow us to budget for directory. Amie Rock 2nds. Approved.

B. Gift to #6 (Rachel Bagne) for door prize. Gift to Carlos Ramos for Volunteer of the Month.

IX. Adjournment - 7:45 p.m.

111919 - Drafted for distribution