

APPROVED

Jane Stenson PTA Meeting

Minutes of the Monthly Meeting on Monday, November 7, 2016

Attendees: Keval Amin, Priya Amin, Stephanie Azen, Sevan Elmayan, Wendy Gahm, Stephanie Geissler, Trina Janes, Anna Kramer, Pavlina Krstevska, Kandace Luskin, Katie McNelley, Rondell Merrill, Amy Noonan, Bonnie Ognisanti, Sue O'Neil, Merrill Peterson, Jennifer Ruffner, Vanessa Schneider, Cyndi Stevens and Amy Van Aelst.

1. **Call to Order:** Jen Ruffner opened the meeting in the Stenson School library at 6:51 p.m. All attendees introduced themselves.
2. **Secretary's Report:** Trina Janes asked the members to review the minutes from the September 27, 2016 meeting. Wendy motioned for approval and Sev seconded. The minutes were then adopted unanimously.
3. **Treasurer's Report - August:** Vanessa Schneider presented the September and October Treasurer's report. Keval motioned to approve the report and Sev seconded the motion. The motion was unanimously approved.
4. **President's Report:** Jen Ruffner gave her President's report:
 - a. **PTA Agent:** The PTA is seeking a new agent of record to be on file with the Illinois Secretary of State. Our attorney died last year and his son had been handling our filings on a pro bono basis, but his new law firm requires that he charge us \$300. Wendy offered to be the agent. Keval moved and Bonnie seconded the motion which was approved unanimously to make Wendy the PTA's new official agent of record.
 - b. **Boy Scouts:** A Cub Scout troop is forming at Stenson. Boy Scouts require that their groups be chartered by a non-governmental organization. They have asked the PTA to be their chartering organization. There was considerable discussion about what this chartering involves. The chartering organization can establish their own bylaws, so any Stenson Cub Scout troop would be welcoming of all boys and all adult leaders. Jen is checking with the Illinois PTA to get their input on the legality of a PTA chartering a Cub Scout troop.
5. **Principal's Report:** Sue O'Neil provided her report.
 - a. The 5Essentials survey assesses the school climate. Stenson had a very impressive 76% of parents complete the survey. This compares with 51% last year and 10% statewide. The overall rating for the school is "well organized".
 - b. The Illinois School Report Cards are now available online. This shared demographic data and results from the PARCC tests. Stenson received a 46.2% score which is considerably higher than last year.
 - c. Stenson is organizing Veteran's Day assembly on Nov. 11 to provide an educational opportunity for the kids to better understand the meaning of the holiday. Veterans related to students are invited to participate.
 - d. The Science Fair will be held on Nov. 14. There are 90 kids participating this year.

6. Committee Reports:

- a. **Membership Committee (Wendy Gahm, Chair):** We have exceeded our membership goal of 115 families and currently have 117 members - 85 families and 32 staff members. Thanks to Ms. McNelley and Ms. Stevens for their work to collect staff memberships. We will issue another dues payment to ILPTA. Membership is ongoing and we should continue to recruit new members at all of our events year-round.
- b. **Original Works (Wendy Gahm, Chair):** The students' artwork has been sent to Original Works. They will upload them into their system. Each child will get a personalized letter with a link to see their child's art mocked up on items for purchase. The deadline to order manually is Nov. 16 and online orders are due by Nov. 22. Items will arrive before winter break in mid-December.
- c. **Craft Fair (Kandance Luskin and Stephanie Geissler, Co-chairs):** They have secured more than 50 vendors. They need everyone's help promoting the event to ensure that there are lots of shoppers. Food donated from local restaurants will be available for purchase. Because of the high number of vendors, we are short on tables. In addition to tables being brought by members, they will need to rent tables. Keval moved and Sev seconded a motion to increase the Craft Fair budget to \$275 to cover the cost of rented tables. The motion passed unanimously.
- d. **Lou Malnati's Fundraiser (Priya Amin, Chair):** We raised \$1000 from the purchase of 200 pizza coupons and exceeded our goal. Stenson makes \$5 per pizza. This is a very easy yet lucrative fundraiser.
- e. **Childcare (Lisa Flood):** Because of the increased number of young children needing childcare during PTA meetings, the childcare staff has asked to add a third person. Keval moved and Sev seconded a motion to increase the Child Care budget by \$120 to cover the additional cost.
- f. **Restaurant Night (Keval Amin, Chair):** We raised about \$23 from Oberweis and about \$128 from Poochies. The next event is November 30 at Potbelly's.
- g. **Spirit Wear (Karalee Robb, Chair):** The orders should arrive in several weeks. We have extra water bottles for sale.
- h. **Book Fair (Rondell Merrill, Chair):** We did \$1450 in book sales during October conferences. This translates into \$540 in Scholastic Dollars that Ms. Layman can spend on new books. A volunteer is still needed to take over from Rondell after next year.
- i. **Family Fun Night (Yashwini Rana and Raz Claudon, Co-chairs):** The Bubble Guy cost \$400, so came in \$100 under budget.
- j. **Cultural Arts (Wannapa Eubanks, Chair):** They will need to pick another program. The Shakespeare All Stars performed at Highland and were not appropriate for this age group. This is funded through the Village's cultural arts grant.
- k. **Box Tops (Amy Van Aelst, Chair):** Ms. Hafner's class won the fall contest. Village Inn donated the pizzas for their party. We raised \$338. The next contest ends Feb. 21.

- l. **Board of Education (Bucky Hempen, Chair):** At the October board meeting, they discussed: elementary afterschool programs, PARCC data, the OOJH closing on October 14. The next meeting is November 17. There are openings for people interested in running for school board for the April election.
 - m. **New Fundraisers (Sev Elmayan, Chair):** Sev is working on ideas for next year.
 - n. **Teachers Report (Katie McNelley & Cindi Stevens, Teacher Reps):** Ms. Stevens and Ms. McNelley complimented Sue O'Neil on the high 5Essentials rating for Teacher – Principal Trust at 92%.
7. **New Business:**
- a. **School Meals:** There was discussion about the nutritional value of the meals served at Stenson. The food is pretty low in nutritional value, particularly at breakfast. However, we learned that the food service contract is given to the lowest bidder. Arbor Foods is the current provider and their food technically meets federal guidelines. Parents interested in asking for more nutritional food should reach out to the district.
8. **Upcoming Events:** The following are key upcoming events.
- a. Original Works orders due – Nov. 18
 - b. No school – Nov. 8, 23, 24 and 25
 - c. Craft Fair – Nov. 12
 - d. Science Fair – Nov. 14
 - e. Restaurant Night: Nov. 30 at Potbelly's
9. **Next Meeting:** The next PTA meeting will be held on December 5 at 6:45 p.m.
10. **Adjourn:** The meeting was adjourned at 8:20 p.m. after Rondell moved and Trina seconded a motion that was approved unanimously.

Minutes prepared by Trina Janes.