

South Middle School PTA

PTA General Meeting Minutes

September 17, 2019

- I. 7:00pm Call to Order: Catherine Olson. The meeting was called to order at 7:03pm by Catherine Olson, South PTA President.
 - a. Welcome & Introductions
 - b. Attendance: There were ten (10) individuals, five (5) officers and the principal in attendance at this month's meeting. Quorum (six individuals including two officers) was met.
- II. 7:10pm Administrative Reports
 - a. Secretary's Report: Lauren Rogers
 - i. Action Item: Motion to approve Minutes from May 2019 Meeting. Minutes from May 2019 meeting were posted on Google drive and PTA website. A motion to approve the minutes was moved by Julie Carlucci (Mary DeMaria 2nd). There was no discussion. All were in favor. No one opposed. Motion passed to approve the minutes.
 - ii. Correspondence: No correspondence
 - b. Treasurer's Report: Maja Czapulonis
 - i. Action Item: Motion to approve Audit Report. A motion to approve the audit report was moved by Jen Strimling (Ingrid Letzig 2nd). There was no discussion. All were in favor. No one opposed. Motion passed to approve the audit report.
 - ii. Action Item: Vote to pass 2019-2020 proposed budget. A vote was passed to approve the 2019-2020 proposed budget, thus increasing cultural arts, staff appreciation, scholarship, membership dues, and student enrichment.
 - iii. Monthly Report-July/August
 - c. Vice President's Report: Jen Strimling
 - i. Procedure Guide: Mary DeMaria will help to revamp the Procedure Guide. Committee chairs must look over their committee guide on the SMS PTA website and make sure it is accurate and complete and then let Jen know if there should be any changes.

d. Principal's Report: Dr. Morrison

1. Great start to school year; had 2 staff members resign the week before school started but were able to find replacements within a week (ELA and math).
2. Curriculum nights were well attended and informative. Will look for future opportunities to shorten the night, have less up/down stairs and more time to talk to teachers.
3. Thursday 9/19 will be crisis/emergency drills during the school day, including relocation to Our Lady of the Wayside School. Soft and hard lockdowns will take place in the morning and evacuation/fire drill, plus relocation drill in the afternoon.
4. Activity night approaching for 6th grade (9/27 at SMS) and 7th grade (10/4 at CCC in Mt Prospect).
5. We are in the process of making a new PTA video to show at open house with CMA teachers.
6. Parent-teacher conferences are October 24-25; SignUp Genius coming soon.
7. Our Cultural Arts Committee (Delores Georg and Kim Buck) is working with Thomas Middle School to show the movie "Angst," which focuses on childhood anxiety. Possible showing at downtown Arlington Heights theater to students and staff at both middle schools, as well as a community event. Cost quoted about \$1,500. Will hopefully share cost with Thomas' PTA.
8. Upcoming events: 10/7 play rehearsals start, 10/8 picture retakes, 10/11 cultural arts assembly, 10/22 bus evacuation day

- i. Additional Reports from Associate Principals Sheri Rosen and Steve Perkins. No additional reports.

e. Teacher Liaison Report: Janet Iacovelli. No report

f. President's Report: Catherine Olson

- i. D37 Annual Dinner Meeting- Monday, October 7th from 6:00-9:00 pm: -- anyone interested in joining Catherine, let her know.
- ii. All committees should check Google Drive: please feel free to collect materials to add to drive/folders for next year's committees (i.e., SignUp Genius, notes).
- iii. Please double check Procedure Guides for revisions/corrections for all committee chairs.

III. 7:40pm Committee Reports

- a. ABC/25 Liaisons: Heidi Walczak
 - i. Actively looking for co-chairs
 - ii. Looking for volunteers for ABC/25 Get Burbed running race in April
 - iii. Race committee meets once a month in fall, twice a month Jan-April
 - iv. Many volunteer activities can be done at home
 - v. Contact Heidi at hjwalczak@gmail.com
 - vi. Accepting ABC/25 grant forms for teachers via Google form.
- b. Ace It 25 Liaisons: OPEN
- c. Activity Nights:
 - i. 6th Grade: Gina Hammond, Preethi D'Souza
 - 1. Friday, September 27th 6:30-8 pm at South
 - 2. SignUp Genius already sent out for registration and donations.
 - ii. 7th Grade: Nicole Escobedo, Tracy Petrusonis
 - 1. Friday, October 4th 7-8:30 pm at MPPD Central Community Center
 - 2. Skating and open gym will be offered.
 - 3. Information will be sent 9/23 and reminder email on 10/2.
 - iii. 8th Grade Dance: Ruth Miller, Effie Bevacqua, Aoy Martschenko
 - 1. Tentative date: May 29th at SMS from 7-9pm
- d. Back to School Chill Out (Complete): Catherine Olson
 - i. Thanks to our volunteers--Tracy Kruger, Liliane Corwin, and Cristina Small.
- e. Cultural Arts: Sheri Rosen (Admin), Kim Buck, Dolores Georg
 - i. Renamed Cultural Arts/Social and emotional to represent today's cultural need.
 - ii. Upcoming events include movie "Angst," international drumming, Revolutionary war/Civil War/WWII events, vaping/alcohol/drugs presentation if age appropriate.
- f. DirectorySpot: Ann Williams
 - i. Currently being updated. Will be available this week.
- g. High School Liaisons
 - i. Prospect High School: OPEN
 - ii. Rolling Meadows High School: OPEN
- h. Hospitality/Teacher Appreciation: Kim Thoma, Ann Williams
 - i. Staff Back-to-School Breakfast (August 21). Very successful, teacher lounge pantry stocked for year.

- ii. Conference Dinner- October 24 evening, time TBD; volunteers will be needed to help serve.
- i. Juvenile Protection- OPEN
- j. Legislation: OPEN
- k. LMC Coordinator: Margaret Zapata
 - i. We have 11 volunteers to help reshelf books (up from 8 last year).
 - ii. Book Fair will take place the week of conferences, will use SignUp genius to ask for volunteers.
- l. Membership/Marketing: Holly Connors
 - i. We have 500+ total PTA members, still growing.
 - ii. Dr. Morrison will make an announcement to staff to encourage them to join PTA
 - iii. The PTA marketing video shown at 6th grade orientation will be redone with help of CMA teacher Mrs. Demeter and students (as well as Adam Harris).
 - iv. Students and families are encouraged to take videos or pictures that showcase PTA events to market PTA enrollment.
 - v. Please make sure pictures/videos are taken lengthwise.
- m. Publicity/Social Media: Nicole Escobedo. No report
- n. Staff/Volunteer Recognition: now combined with Sunshine Committee
- o. Reflections: OPEN
 - i. Students can submit art, dance, film, music, photography, visual arts, writing samples, or video for awards.
 - ii. Theme is "Look Within."
 - iii. Must submit projects by end of October; look into finding out theme before end of school year for next year's submissions.
- p. Scholarship Application Reader: Julie Carlucci and Dolores Georg
 - i. AH Council of PTAs gives scholarships to past D25 students; 10 scholarships were presented last year to graduation high school students.
 - ii. Suggestion for next year includes a voucher for SummerU for current students.
 - iii. Applications go live after Jan 1st, and can be found at college/career planning website of each high school.
- q. School Board Representative: OPEN
- r. Spiritwear: Kim Thoma, Kristin Warnstedt
 - i. Fall sales are live, shared with elementary school 5th grade parents. Sept 29th is last day to order for free shipping to school.

- ii. Orders will arrive mid-October, and can be sent home with students or shipped to house for an additional fee.
- iii. Will check with vendor to see if orders can be picked up at school by parent for "surprise holiday gift option" to student.
- iv. We have a meeting in December to discuss spring spiritwear, including new designs and clothing options.
- s. Student Pictures: Lauren Rogers
 - i. Picture Day is Friday, September 30th.
 - ii. Picture Retake Day is Tuesday, October 8th.
- t. Sunshine: Lynn Repak
 - i. We are making baskets for incoming new (not previous D25 families)-- about 28 families.
 - 1. Need volunteers to deliver baskets. Already made/items purchased, includes letter from principal. Only 3 current volunteers signed up.
 - 2. Will continue to audit list for accuracy.
 - ii. This committee would like to be included with staff births, deaths, anniversaries and will work with Dr. Morrison.
- u. Technology/Website Coordinator: Nicole Escobedo—No report
- v. Volunteer Coordinator: OPEN
- w. Yearbook: Bretta Hammerstrom—No report

IV. 8:20pm New Business

- a. Box Tops app is being used instead of clipping Box Tops coupons
 - i. Brings in \$100-300 annually with checks sent to school twice a year.
 - ii. Register email and pick your school on the app; very easy.
- b. Did you know we have an Amazon Smile account? Spread the word, very easy income for the school.

V. 8:30pm Adjournment: This meeting was adjourned at 8:18 by Catherine Olson, SMS PTA President

Secretary: Lauren Rogers

Reviewed by President on: 9/30/19

Approved by General Membership on _____

Upcoming Dates

6th Grade Activity Night: Friday, September 27th, 6:30-8 pm at South
7th Grade Activity Night: Friday, October 4th at 7-8:30 pm at MPPD Central Community Center
Picture Retakes: Tuesday, October 8th
Teacher Conference Dinner: Thursday, October 24th or 25th

PTA Meetings

Wednesday, Nov. 6th, 2019, 7 pm
Wednesday, Jan. 22nd, 2020, 9:30 am
Wednesday, March 18th, 2020, 7 pm
Tuesday, May 19th, 2020, 7 pm