

RC Hinsdale PTA
Tuesday, September 10, 2019
Meeting Minutes

Present: PTA President Jared Powers, Vice President of Membership Tiffany Strah, Treasurer Natalie Linstruth, Secretary Jenny Bunnell, Sara Thompson Vice President - Fundraising, and Dr. Castleman. Stacey Cammack, Mary Ball, Nikki Seibert, Jackie Schlotterbeck, Elisabeth Chiang, Adam Eger, Barbie Bogard, Katie Gibbons, Emily Durstock, Lynette Chasteen, Nancy Jackson, Thelma Post, Meghan Cooper, Jasmine Akers, Joe Krull, Liz Williams, Terri Brewer, Gena Hall, Laura Puitz, Lisa Proffitt, Pam Rice, Nancy Messmer, Tina Walter, Beth Talbert, Danielle Reinhart, Lauren Cottengim, Beth Wise, Sarah Eger, Jamie McQueery.

Call to Order: Jared called the meeting to order.

- Board members and event chairs introduced themselves.
- Jared went over ways to stay in touch with the PTA, the Facebook page, school emails, twitter, attend meetings.
- The next meeting is October 9 at 6:30pm.
- Jared introduced all the new staff in the building: Jennifer Kopp in 1st grade, Zach Dunford – EL teacher, Andi Tekulve – Secretary, Linda Maier – Lunch Monitor, Hannah Pike – Speech, Corri Monks – School Psychologist, Mary Fender – Interventionist.
- **Katie Gibbons made a motion, seconded by Lisa Proffitt** to approve the meeting minutes from 7.24.19. **The motion passed unanimously.** Jenny will send the minutes to Andi Tekulve in the school office to be posted on the website.

Treasurer's Report:

- Natalie went over the budget proposal for the 2019-2020 school year.
- The art fair, basketball, drama, and popcorn Fridays all have a balance carried over from last year.
- Natalie feels comfortable with an approximate \$12,000 nest egg after spending a portion of money on Instructional Materials from a large balance carrying over from last school year.
- **Joe Krull made a motion, seconded by Mary Ball** to approve the proposed budget for the 2019-2020 school year. **The motion passed unanimously.**
- Natalie reviewed the Treasurer's Report. Since the budget for this school year was not approved before the end of last school year, we approved Natalie to spend up to \$6,000 through the summer.
- **Joe Krull made a motion, seconded by Nancy Jackson** to approve the Treasurer's Report. **The motion passed unanimously.**

- Natalie introduced Adam Eger. Adam has agreed to help her this year as an Assistant Treasurer, as this is her last year as Treasurer.
- Adam is looking into a new bank to do business with.

Dr. Castleman's Corner:

- Dr. Castleman informed everyone of the RC Hinsdale Elementary School Facebook page.
- Mr. Chevalier runs the Twitter page.
- She said the office is making an effort to eliminate daily emails.
- She is talking with the staff regarding best use of Fun Run money raised.
- Dr. Castleman explained that in the spring, we tried to elect a minority parent rep for SBDM Council. No one ran for the position, and she is hopeful someone will run this school year. We will have an election next month at the PTA meeting. She stressed the importance that every voice is represented on SBDM.
- MAP testing is next week.
- The school is introducing character traits of the month for the school year. September is Respect. The staff wants to recognize students for showing positive behaviors during the school day.
- She added that the staff is talking a lot about growth this year.

Membership Report:

- Tiffany reported that we have 210 PTA memberships this year, which is down from last year's 299 memberships. The cost was the same this year, \$10/family or \$5/ staff. 10 Family Memberships represent only one parent. She received 1 anonymous note from a person unhappy about family memberships over solo membership. Everyone who joined received a school calendar magnet.
- This year the state is requiring every PTA to use MemberHub to track membership and record dues. Tiffany entered all members manually into the system, and everyone should have received an email confirmation and electronic membership card. If you did not receive a confirmation email, please follow up with Tiffany.
- The MemberHub website collects less information than we are used to collecting. There is nowhere to record grade specific information to target specific groups.
- Tiffany will provide information to event chairs for any volunteers who expressed interest in working with that event and/or committee.
- Next year, we will only sell single memberships for \$5. This is how MemberHub is set up to accept membership information. We will be able to sell PTA memberships directly through MemberHub.
- Tiffany pointed out that we can send out emails and communication directly through MemberHub, which may fill any communication gaps with fewer school emails going out. We can also use MemberHub to collect payments, sell Spirit Wear, and sell event tickets.

- She said MemberHub does offer volunteer signups, but feels that Signup Genius is more user friendly. Jackie asked if we can setup a Signup Genius and then distribute it through MemberHub. Tiffany does not think that will be a problem.
- Dr. Castleman drew the winner for the Membership incentive, a \$50 Amazon gift card. The winner is Jaimi Cabrera.

Fun Run Report:

- Sara explained that the Fun Run is sponsored by Boosterthon. They will facilitate the run, engage the students and staff leading up to the event.
- The idea is that students will gain sponsors for the Fun Run, sponsoring them an amount either per lap or a flat total.
- The Fun Run will be October 31. Students can wear costumers, with some parameters, such as no masks.
- Sara will start spreading information next week on social media. Boosterthon provides a suggested calendar of things to do leading up to the Fun Run.
- The teacher kick-off is October 15, done by Boosterthon.
- This year's theme is Wild West.
- There will be a student pep rally on October 22.
- Every student will receive a free shirt. Teachers are collecting shirt sizes.
- Sponsorships have been sold to cover the cost of the shirts. The cost is \$3800, and Sara has collected \$4500 worth of commitments in sponsorships. The Sponsorship deadline is September 15 and the shirts will be ordered on the 17th.
- There will be conversations with teachers and staff for proposals on how to spend the money raised. Jared will get with Dr. Castleman to finalize the teacher wish lists. Dr. Castleman added that we can do more than just technology with our money raised.
- Jasmine Akers offered to help with any graphic design for the shirts or event, or other needs.

Spring Carnival:

- Jackie said there will be changes at the carnival – new games, especially multi-player games.
- We will have the baskets as in previous years. She would like to have the items on display before the Carnival to gain interest and get more people, especially newer families to attend.
- The Carnival will be Sunday, March 22, and the Spaghetti Dinner on Saturday, March 21. We are off school that Friday, so setup can begin early.
- There was a question and discussion into having a dunk tank. Jackie said all questions and suggestions are welcome.

Special Events:

- Natalie said she will head the Color Me Mine event in November.
- Nikki said she is open to new event ideas.
- Beth suggested doing a Halloween dance in the future – not this year because of the Fun Run. Maybe this year do a dance leading into the Holiday Break. Natalie said we used to do 2 dances, but then pushed back to doing 1 per year. She said she will talk with Nikki about some ideas, and suggested a Putt Putt event.
- There is not a chair yet for Donuts with Dad. Tiffany said there were some people that expressed interest on their Membership Forms, she will get those names to Jared. Lisa said there needs to be a chair by the October meeting, for planning purposes.

Candy Cane Corner:

- Mary said she needs a location for Candy Cane Corner this year. It needs to be in a location that can be locked. It was suggested to use the gym, Mrs. McQueery was in support of this suggestion. She will check the calendar to be sure that they do not schedule it the same week as the assembly and chorus concert.

School Supply Kits:

- Jared reported that we made \$250 on the school supply kits.
- We had no issues with them, so will use the same company next year. He is signing a commitment to do so.

Restaurant Nights:

- September 23 will be Chick Fil-A night.
- There are plans to do nights with LaRosa's and City BBQ.
- Beth said Mackenzie River Pub and Buffalo Wings and Rings have expressed interest in hosting a fundraising night.

Staff Appreciation:

- Will be the week we return from Spring Break. The teachers appreciate having it during this week.

Popcorn Fridays:

- The first one will be on September 27.
- Beth explained that last year we purchased a new popcorn machine to have 2. The old one is now broken. She asked to buy a second new machine for \$329.99, she does have the money in her budget.
- **Tiffany made a motion, seconded by Katie** to buy a new popcorn machine for \$329.99 plus tax. **The motion passed unanimously.**

Old Business:

- We did a “Get to Know the PTA Night” at the end of the previous school year, primarily targeting Kindergarten and 1st grade families.
- It was decided there would be a second night on September 24 from 5:30-7pm.
- In July, we met to review the PTA By-Laws. We got through about half of them. We will continue the review on September 24 after the “Get to Know the PTA Night”.
- Open positions include: Father/Daughter Event, Donuts with Dad, and 5th Grade Promotion. 5th grade Promotion is traditionally done by 4th grade parents. The 4th grade teachers have sent out an announcement via Class Dojo and a paper will come home this week. Next year, we will need a new President and VP Membership.

New Business:

- Jared and Dr. Castleman met and proposed purchasing the following with surplus PTA funds: 20 iPads at \$299 each, 120 Chromebooks at \$212 each, and 4 carts at \$800 each totaling \$34,620. There was discussion over which students use iPads or Chromebooks; K and 1st grade use the iPads, and 2nd-5th use the Chromebooks. After further discussing needs and making sure as many classroom needs are met as possible, Jared presented 2 options – either table the discussion until next month and he will meet further with staff, or approve PTA spending up to \$35,000. **Elisabeth Chiang made a motion, seconded by Pam Rice** that the PTA can spend up to \$35,000 to purchase iPads, Chromebooks, and/or carts based on the teacher’s needs. **The motion passed unanimously.**
- Mrs. McQueery asked if a cart can be donated to the school. The answer is yes, but the PTA cannot pay for any supplies associated with building a cart.
- Mrs. Cottengim asked about the possibility of a stationary charging station.
- Mrs. McQueery presented playground enhancements for approval. All are painted onto the drive area, such as walking paths, interactive games, baseball bases, basketball lines. She cited evidence supporting more interactive games reducing playground bullying and injuries. Dr. Castleman said we will have to get district approval. Natalie suggested Mrs. McQueery gain district approval and pull together a proposal, noting that she has \$1600 in the playground budget. This will be up for a vote next month.
- There was discussion around the PTA renewing the Brain Pop Jr subscription for \$1450. Mrs. Walter reminded everyone that the Curriculum Enhancement budget was designed for extras that the instructional budget does not cover. Natalie pointed out that in fairness, enhancements should offer something for all grade levels. Brain Pop Jr. covers grades K-3. Dr. Castleman confirmed that the school budget does not have the money to cover this expense. **Sara Thompson made a motion, seconded by Thelma Post** that the PTA cover the cost of Brain Pop Jr. for this school year and bring in a program for the 4th and 5th grades, with the caveat that it will go back into the Instructional Budget next year. **The motion passed unanimously.**

- Mrs. Cottengim informed us that we did not meet the required district timeline for Board Approval for the Kindergarten field trip to Kinman Farms, because the trip included a fee. The field trip cannot be rescheduled due to scheduling conflicts on our end, and with availability with the farm. **Elisabeth Chiang made a motion, seconded by Jenny Bunnell** that the PTA pay for the Kindergarten Field Trip with money taken out of reserve funds. Natalie asked if parents could donate money back to the PTA to help cover the cost of the field trip, which is \$1100. And does the PTA now have liability for the trip since we are now covering the cost? The field trip is still covered under the school's liability as it is still school sponsored. **The motion passed unanimously.**
- **Mrs. Gibbons made a motion, seconded by Mrs. Bogard** to add Adam Eger as the Assistant Treasurer. **The motion passed unanimously.**
- Nikki brought up school safety as a concern, and to have future conversation about it. Jared said he has talked with Mr. Chevalier about adding doors to the pods. Dr. Castleman said doors are coming in the future.
- Mrs. Harmon had submitted a continuing education reimbursement request. The reimbursement must be for the course itself, and no affiliated expenses. Jared will address this with her and bring back next month for approval.
- **Joe Krull made a motion, seconded by Tiffany Strah** to adjourn. **The motion passed unanimously.**