



Willard PTO Meeting Minutes
Tuesday, October 7, 2019 7:00 PM
Willard Multi- Purpose Room

1. Call to Order
 - a. 7:05 PM
2. Report: Superintendent (Dr. Ed Condon)
 - a. nothing to report
3. Report: Principal (Diane Wood)
 - a. Thanks for all of the wonderful participation in Willard's 90th celebration, pancake breakfast, and back to school party.
 - The community spirit at Willard makes us different
 - Our second-step program, town hall meetings, and community meetings contribute to this spirit and make our school special
 - b. Food at parties
 - The current school handbook states that food is acceptable for classroom parties, if it follows the guidelines.
 - We cannot currently ban food at classroom parties, due to this.
 - We are encouraging no-food parties, passing it around, reminding everyone that one-hour celebrations can be fun without food.
 - The Willard Snack Guidelines must be followed exactly, including emailing proposed snacks to Mrs. Clink for approval.
 - Additionally, any food served for a school party must have a coordinating ingredient list posted at that party, throughout the party. The list must be taken from the manufacturer's website, or be a photo of the ingredients listed on the food being served.
 - c. October will be safety month
 - Willard students will have

1. fire drill
 2. tornado drill
 3. lock down drill
 4. earthquake drill
 - Families, have these conversations at home
 1. Where would you go if there is a fire in your house?
 2. Create an evacuation plan.
 3. Where is it safe to be during an earthquake?
 4. What would you do if a stranger came to the door?
 - d. Math testing is complete at Willard
 - Only a few make-up tests are left
 - e. No school wednesday, 10/9/19
 - f. Now that it's getting cold, remember
 - Boot Matts will be out soon.
 - Please put names in gear--boots, coats, hats, gloves, etc. Every year, Willard donates lost winter gear to Goodwill, because it didn't have a name inside.
 - g. Conferences are coming up 11/6-8.
 - Schedule your conferences starting at 7AM on 10/10.
 - A robo call has gone out to all students' families.
 - An email with this information has been sent to all families in the district, by Dawn Simmons.
 - No school 11/7-8, due to conferences.
 - h. Former District 90 superintendent, Dr Manning, and author Karen Keilt will be in town discussing their books on 10/22-24
 - <https://allevents.in/river%20forest/tyra-manning-and-karen-keilt/200018033674547>
 - i. Parents and caregivers, please help foster independence in our children.
 - When parents drop things off, it is disruptive and enables children, instead of empowering them to do it for themselves.
 - Please use the Opps Table only when truly needed.
4. Report: Presidents (Caren Teclaw and Rashida Dairyko)
- a. Bake Sale: big thank you from the PTO.
 - Sydney Hodges, Stella Kriesman, Sarah Goldstein, Lacy Bray, donated \$160.45 to the PTO.
 - b. PTO Council Meeting
 - D90 has partnered with the National Equity Project, Midwest Network--collaborating with other schools to promote equity
 1. <https://nationalequityproject.org/events/midwest>
 - Roosevelt Middle School Schedule review
 1. Everyone, please take the survey so that all opinions have been collected before the new schedule has been finalized.
 - District 90 Five Year Strategic Plan is up this year. A new committee is being formed.

- Before and After Care
 1. Some residents' desire to have before and after school care at our schools has been brought to the attention of the board.
 2. School board will look into it, and report back.
 3. Mann School and Holmes in OP have before and after care, through an outside agency, given physical space at these schools.
 - Hot Lunch
 1. Some residents' desire for hot lunch options at D90 has been brought to the board.
 2. The school board will investigate.
 - D90 Inclusiveness Advisory Board is hosting a Storytelling Project--open mic night, a community building activity, a la Story Corps on NPR. Details to follow.
- 5. Report: Secretary (Stephanie VanDerSchie)
 - a. Meeting Minutes are approved--Caren Teclaw made a motion, Ginny seconds
- 6. Report: Treasurer (Carrie Ryan)
 - a. We have plenty of money this year, in line with previous years.
 - b. Comparison between this year and last--some up and some down.
 - c. Fun Lunch is low compared to last year.
 - d. Spirit Wear sales are up.
 - e. More PTO dues have been paid this year, compared to previous years.
- 7. Report: Vice President of Volunteers (Elizabeth Stoker)
 - a. Orientations went well, and were well attended.
 - b. Created a database of classroom party activity ideas--created a google sheet for sharing classroom party ideas.
 - c. Sent two follow up emails about the orientations;
 - first included outline/review, and snack policy.
 - Second email--room parents help take photos, designate one room parent to be in charge of photographs for each part.
 - VP of Volunteers is working on the easiest system for both room parents and the yearbook committee for sharing these photographs.
 - d. Looking for Social Host for kindergarten PM, still.
 - e. Willard Dance is looking for volunteers.
 - f. Ready to start staffing the Book Fair, 11/11-13.
 - Family Reading Night is 11/12
 - g. Our first school party is on Halloween at 2:00.
- 8. Report: Vice Presidents of Technology (Virginia Sara)
 - a. In September
 - Volleyball went live, filled in six minutes--winter session started in February (waitlist started for kids who'd like to do it)
 - Yoga got close to full

- Collected money for science club--fall and spring club
- Pancake breakfast raffle was a little difficult, can Friendsgiving absorb that raffle?

9. Report: Vice President of Communications (Gretchen Radach)

- a. Nothing to report

10. Report: School Board Liaison (Brigette Nold, Dennis Healy, Julianne Nery)

a. COW meeting, 10/01/19:

- D90's next five-year Strategic Plan was discussed.
- The planning committee creates a high level one-page strategic plan that will direct the subsequent work.
- The strategic plan does not make something a "done deal." The board still votes, etc. on plans and implementation.
- The board keeps track of meeting the goals from this plan. Things can take several years to put into motion.
- Recruitment of members to be on the team: Main conduit from PTOs, at-large seats will be filled by the district inviting individuals, 40 seats total. When people receive outreach from the district, please engage.

b. School Board Meeting, 09/23/19

- Potential Family Support Initiatives: A lot of interest from parents. Look at opportunities strategically, bridge school to home, should be included in Strategic Plan. Please come to the Board Meetings to share these ideas!
- Roosevelt Middle School Master Schedule Review Process: Determine how to consider schedule revisions, meetings with department chairs to determine professional development for staff, redesign of lessons and activities, different ways to look at the schedule, how to address social studies, getting more feedback from staff. There are two different schedules, adding a survey to parents asks identify opportunities and areas of concern. Draft of recommendation to the board later this fall, final recommendation for December COW, need to prepare staff AND students. *It is a compromise, except for the time for math.*
- Strategic Planning Process Overview: 45 people on planning team, key drivers for learning and success, goals for the next five years, big aspirational goals with several parts, one for each of the five years, need to determine the important issues, two meetings in October for the administrative teams for data gathering.
- Facilities (Classroom Learning Environment): The district architect presented potential costs for AC. This year pricing includes everything, 2-pipe or 4-pipe (Both AC and heating) more flexibility means more \$\$, existing pipes are in good condition, so adding two more pipes would work well. Minus the gyms. Improve the learning environments. Need to provide more data on the finances and how this could impact. Long-range financial planning meetings in November and two models will be provided.

11. Committee Reports: Committee Speakers: Please provide a brief update (no longer than five minutes) of the activities for the following committees:

Wrap Up/ Feedback:

- a. Fall Raffle ticket sales
 - RevTrak purchases August = \$126
 - RevTrak purchases Sept = \$451
 - Cash at pancake breakfast = \$308.80
 - TOTAL = \$885.80
 - Last year = \$1,258 (however we knew the total would be lower due to the removal of some items, saved for the Willard Friendsgiving event)
- b. Pancake Breakfast
 - Went great!

Status Update

- c. School Picture Day
 - Agenes Goldstein said it went well.
 - Next year, Melissa Lutz will take over picture day.
- d. Fun Lunch
 - Supplies were low, so we need to find out the plan for the rest of the year.
- e. Willard Dance
 - Flyer created to go home this week.
 - Added to the Wizard Weekly
 - Time is wrong on the Hoot and Howler, it is actually 10/18--6:30-8:30
 - No Raffle at the dance this year.
 - TApe to the wall fundraiser? needed?
 - Merch: Table with monetary increments
 - Alumni not invited
 - Same dj
 - Advertise via sidewalk chalk
 - All students need an adult chaperone
- f. Willard Friendsgiving
 - 69 tickets sold--halfway point reached. Want 150 tickets sold
 - Teachers are invited--sponsor a faculty member, 5 sold
 - 45 confirmed auction items
 - 10 unconfirmed auction items
 - 10 disney tickets--park hopper passes
 - Teachers creating art for auction
 - Teachers donating their time and talent to auction off
 - Willard Alumni item?
 - Wizard Weekly advertisement going well
- g. Family Reading Night
 - We have an author
 - Tuesday of the Book Fair

- h. Costume Exchange
 - 25 families, approximately
 - Went well
 - Week after Halloween--collect costumes
- i. Enrichment program
 - First program will take place on October 21st.
 1. We are hosting Matt Wilhelm an international BMX bike champion.
 2. His show is based upon resilience, perseverance, and anti-bullying.
 3. This is a great way to kick off the year with someone who touches upon all points in the Willard Way. It is an energetic show and will grab all the students' attention for sure.
 - Second will be in March
 1. We are hosting Historical Perspectives which is aligned with Women's History Month.
 2. An actor will present the life story of Amelia Earhart. This is a great program as Historical Perspectives provides the teachers with materials to integrate into their curriculum in preparation for the show.
 - Committee is working on a Go Green show for April to align with our Earth Week.
- j. Community fundraising
 - Two Restaurant Give Back Nights have been scheduled.
 1. Tuesday, 10/29 at Buona Beef in OP. This will be shared in the Wizard Weekly each week leading up to the event and hopefully, Ms. Wood will include it in her email the week of the event.
 2. Wednesday, 12/11, at Lou's in OP. It is an all day event 11a-11p.
 3. The committee will set up two more events for the second half of the school year.
 - Amazon Smile <http://smile.amazon.com>
 1. Carrie Ryan reports that we do have some income from Amazon Smile
 2. The marketing plan is to have more information shared in the Wizard Weekly as we near Black Friday.

12. Old News

13. New Business

14. Public Comment

15. Adjournment --8:28

*** Mark your calendars – the next Willard PTO meeting is Monday, November 4, 2019 at 8:45 am in the Multi-Purpose Room ***