



Willard PTO Meeting Minutes  
Monday, November 4, 2019 8:45 AM  
Willard Multi- Purpose Room

1. Call to Order--8:50 AM
2. Report: Principal (Diane Wood)
  - Gratitude: Thank you for my orchid, it reminds me of the partnership between Willard and PTO.
  - Thanks for the Willard Dance and Halloween Parties--fun events, teachers report that parties were appropriately balanced with fun and calm.
  - P/t conferences
    - Start this Wednesday, 11/6
    - If you haven't signed up for a conference yet, please call Mrs. Olivares to schedule.
  - Book fair/Family Reading Night
    - Why did the delivery come so early? It is an inconvenience for the library and classes.
    - I advertised both in the Town Hall this week, 11/4.
  - Friendsgiving: looking forward to that, staff are excited about their auction experiences.
  - Town Hall: Cold weather rules--review what was sent home in the Friday Family News
    - Please put your child's name in ALL winter gear.
    - During arrival and recess, children remain outside when the real-feel temperature is 10 degrees or warmer. In the morning, please send children dressed to be outside.
    - Students leave boots on a class boot mat on the first floor and change into gym shoes for the school day. Students are welcome to keep a 2<sup>nd</sup> pair of shoes at school. Please put names in boots and shoes.

- To play in the snow, children must wear boots, snow pants, coat, gloves/mittens and a hat or hood. If they don't have boots or other gear, they can only play on the equipment and/or blacktop.
  - If children do not come dressed appropriately, they borrow from Lost & Found or from Mrs. McLeese. Everybody still goes outside.
  - If your family needs assistance to provide winter gear for your child, please reach out to Mrs. McLeese, Mrs. Capeless, Mrs. Gerges or Ms. Wood so we can help.
  - Also, if you're supervising your child during arrival/dismissal we greatly appreciate you helping to reinforce the rules that throwing snow is not allowed and that all snow structures are "shared". We will be reviewing playground Snow Rules at Town Hall.
- Review the email sent by Dawn Simmons regarding inclement weather closing.
- Next week: The D90 Strategic Planning Committee begins.

### 3. Report: Presidents (Caren Teclaw and Rashida Dairyko)

- Gift giving to Willard:
  - We are donating two giant oak trees to the playground, to provide shade.
  - We are thinking about donating a pergola for an outdoor classroom space.
  - We gave an orchid to Ms. Wood for Principal's Day, she sent us a lovely thank-you note.
- District PTO Council Meeting
  - Roosevelt's Cross Country team went to state!
  - Preschool inclusion process has changed
    1. Placement used to be first-come-first-serve, with one registration opportunity per year.
    2. Now, there is a lottery, and three registration opportunities each year.
    3. There are 17-18 places per AM and PM class
  - Preparing D90 learners for high school and beyond: discussion about how D90 makes sure all students are ready for the next steps.
  - Strategic Planning committee is formed, and starting 11/12
  - District 90 Strategic Planning Parent/Community Engagement Event--12/17
    1. Get more information about the Strategic Planning Committee and its purpose.
- Parent University at OPRF--11/13, 7-9:35PM
  - parent enrichment night
  - all Roosevelt parents invited
  - Includes--vaping, teen stress, finding balance, teen brain, executive functioning, screen time.

### 4. Report: Secretary (Stephanie VanDerSchie)

- Meeting minutes are approved

5. Report: Treasurer (Carrie Ryan)
  - Willard Dance: \$1647 made
  - Spirit wear--sold twice as much as last year
    - Gross: \$15,000
    - Net: \$500
  - Fun Lunch:
    - Sold a little less this year
    - Jimmy John's expensive comparatively
  - Petty Cash given
    - book fair
    - auction committee
  - Amazon Smile
    - \$6.00
  
6. Report: Vice President of Volunteers (Elizabeth Stoker)
  - Book Fair volunteer sign up genius can be sent out.
  - Potluck staff appreciation volunteer sign up will open this week.
  
7. Report: Vice Presidents of Technology (Virginia Sara)
  - Legacy Sports: go live 12/3
  - Volleyball
    - extension class offered for current players
    - second session in January, offering placement for waitlist students first.
  
8. Report: School Board Liaison (Brigette Nold, Dennis Healy, Julianne Nery)
  - Anja Herman:
    - Student speaker from Roosevelt
    - Bathrooms at RMS are not wheelchair accessible, there are no door buttons, no sink properly placed, or soap available.
  - District 90 voted against teachers being armed, for the state.
    - It was a close vote.
    - While that shocks many of us in urban communities, rural areas have to wait much longer for police to arrive.
  - Ed Condon presented on how we are preparing our D90 students for high school.
  
9. Committee Reports: Committee Speakers, please provide a brief update (no longer than five minutes) of the activities for the following committees:

Wrap Up/ Feedback:

- Willard Dance
  - DJ:
    1. doesn't have to be so loud, was asked to turn down the volume, but it would creep back up in minutes. For small children, the volume can be much lower.

2. Activities: No need to have students running or doing fitness. Can we do line dances, or group dances, instead?
  3. Please, no parent/child dances called out.
- Suggestion:
    1. movie playing while dance is going on?
    2. Have a quiet, cool down area designated in the Kindergarten hallway.
  - Costs
    1. \$5.00--advance tickets
    2. \$8.00--tickets at door
    3. \$5.00 for 3--80s souvenirs
    4. \$2.00 for 1--80s souvenir
  - Income
    1. \$1,295--cash at door (tickets & merchandise vouchers)
    2. \$1,205--presale tickets
    3. \$420--credit at door (tickets and merchandise vouchers)
  - Expenses-
    1. \$1,273 (DJ & DJ tip, merchandise for resale, janitor visa gift cards, decorations, water cups)
  - TOTAL EARNED:
    1. \$2,920.00
  - Net gain:
    1. \$1647.00 (2019)
    2. XXXXXXXX (2018)
    3. \$3,049.64 (2017)
    4. \$2,314.45 (2016)
    5. \$1915.14 (2015)
  - ATTENDANCE
    1. 241--presale
    2. 100--at door
    3. 341--total
    4. \*due to how cash was collected at the door, this is an approximate
  - SOUVENIRS
    1. 150 green merchandise vouchers sold (3 items for \$5.00)= \$750.00
    2. 25 pink merchandise vouchers sold (1 item for \$2.00 =\$50.00
    3. Total= \$800
  - \*Sold 475 pieces of 80s flair
    1. Neon headbands
    2. Neon hair scrunchies
    3. Neon bead necklaces
    4. jelly bracelets (6)
    5. shutter sunglasses
    6. fishnet gloves
    7. neon hair attachments
    8. neon fedoras

9. glow bracelets (2)
10. glow necklaces

■ Differences between previous years and 2019

1. NO RAFFLE this year--made a big difference in total sales.
2. The overall attendance was down in at door sales.
3. Revtrak tickets sold prior to dance was a little higher than last year.
4. There were several makeup boys and girls soccer games being held the same night as dance. Might account for the lower number in total attendance.

■ GENERAL FEEDBACK

1. Credit cards were accepted at the door. The software app for credit card sales at the door was very easy and user friendly. It's nice that PTO can see the itemized report at the end of the night to see how much was collected. Don't think there is any going back to just cash at door.
  2. PTO volunteer ran interference at the Ashland entry door to direct prepaid students/families to the table for purchase of souvenirs. Then further directed at-door customers to the cash table or credit card table. Did not seem to be much back up at all at the door as we have seen in past years.
  3. Initially thought not having a raffle might help to keep students in the gym. This did not end up being the case.
    - a. Kids were constantly in and out of the gym and halls and bathrooms.
    - b. The raffle is unique in fundraising in that you can sell an unlimited number of tickets for kids to enter to win the same item.
    - c. I think parents appreciated not being asked for more money for raffle and there are always lots of tears when the little ones don't win.
  4. Volunteer feedback: Selling merchandise vouchers helped to eliminate the need to accept cash and to make change or to charge credit cards at the souvenir table. The volunteers simply had to accept the voucher and help student to choose 3 items from a variety of 80s souvenirs.
- MUST staff parent volunteers to wrangle students from hallways and bathrooms. Students were running all the way down the hallway, leaving the school from Ashland door, and congregating in the bathrooms. Hadn't understood the degree to which the students needed to be babysat. Despite parents accompanying their children, in reality, it's difficult to know where the students are at all times. Some students just are not interested in dancing in the gym. Would focus on keeping students attention in the gym. Might not be possible. Raffle like announcements seem to keep people involved and interested.

- Will not serve water in the gym at the next dance. Students were dumping full cups of water on their heads and on the gym floor creating a dangerous slip and fall situation. Thirsty students can use the water fountains in the hall
  - Will plan better next year to offer some sort of fundraising on RevTrak for presale purchasers. Will give thought to attempt to raise funds without having to sell only souvenirs/merchandise. Because souvenirs cost money for every piece you want to sell. Not sure that parents want to be nickled and dimed throughout the dance for various fundraising efforts. Although the kids seemed to enjoy the 80s neon souvenirs and helped to facilitate the 80s vibe. Saw some really cute pics that should find their way to the yearbook committee.
  - Lesson learned: hosting the school dance is not always the same as hosting a party. It's a little tricky to find a way to keep kids interested and involved in the gym.
  - Started dance with \$400 in predominantly singles. Did not have any issues with making change for cash users.
- Fun Lunch
  - Discount we got from Buona, they were late
  - Will we see if we want to use Buona again
  - Jimmy John's: Little John's will be explored, as the regular sandwiches are too large for most students, and expensive.
- HERO Boys 5K
- Enrichment: first assembly
  - BMX Rider
  - Bike in the gym!
  - Growth Mindset theme
  - X-Games: I didn't fall one time, but I got last place. I didn't fall once, I fell four times. A friend encouraged him, and he kept with it. Never give up. Encourage your friends.
- Volleyball
  - Can you put on your auction list
    1. volleyballs
      - a. Volley lights are age appropriate balls
    2. poles
  - PTO could possibly purchase the poles
  - Ann Bath has purchased a net, regulation size
  - Team building, learning about being competitive, great experience, lots of role model behavior
  - End goal: girls volleyball at all levels at Roosevelt
- Yoga
  - Second session in January, sign up in December
- Community Fundraising
  - Amazon Smile questions
  - Buona Restaurant Give Back Day: Total not in yet

1. they give 20%
- Lou Malnati's restaurant give back night in December
  1. Can have it delivered and it still counts
  2. They give 20%
- Chipotle? They give back 33%
  1. Maybe in the Spring
- Starship restaurant in the Spring?
- 2 more Dinner Give Back Nights in second semester
- Geppeto's toy shop coupon books--For Christmas?
- Yankee Candle selling

## Status Update

- Willard Friendsgiving
  - Ticket Sales
    1. 144 tickets sold to date
    2. Initial event planning we anticipated 150 attendees. J&P can accommodate 200
    3. Tickets still available on website and at door
    4. 8, possible 9 confirmed Willard faculty attending!
  - Auction Donations/Artwork/Experiences
    1. D90 ClickBid Site currently previews all auction items  
<https://d90.cbo.io>
    2. Auction preview sent home with youngest Willard family member week of 10/28
    3. We have a mix of silent auction, 'sign-up' events and live auction items
    4. All bidding will open at 7p
    5. Live auction at 8:45p, time to be confirmed
    6. Auction Art Work will be on display during parent teacher conferences and book fair/family reading night
  - Financials
    1. Venue costs have been covered with ticket sales
    2. Anticipate minimal spending going forward, auction team working closely with C. Ryan
  - Future Communications
    1. Emails ensuring all ticket holders have registered to bid. This will streamline check in process night of event.
      - Would be helpful if PTO helps us to communicate this part of the auction process
      - Purchasing tickets is the entry to the event
      - Registration to Bid allows participation in the auction
        - \*Individuals do not have to be present to bid
  - Friday email from D. Wood (to be sent 11/15)
  - WW and FB General Event Reminders
- Book Fair: opens 11/11

- Family Reading Night 11/12: 6:30
      1. Lowey Sichol is our guest speaker
      2. Nonfiction writer
      3. Books examine the journey from an idea to product
    - Books delivered this morning
    - Wednesday after school, we will set up
    - Opens next Monday
    - Students come through Monday, 11/11 to create book wish lists
    - Family Reading Night: we need lots of volunteers
    - Clean up: Wednesday 4-5 PM, we need lots of volunteers
  - Hospitality
    - She's on top of it
  - Make up picture day
    - 11/06
    - Email reminder sent home by teachers on 11/4
  - C4K--
    - walking club
      1. 15 laps on the last snowy Wednesday
      2. 80ish miles
    - Mindfulness club
      1. lunch and recess
      2. lots of kids enjoy it
    - Parenting with Screens
      1. Flourish 11/21
      2. Send out an article and then discuss

10. Old News

11. New Business

12. Public Comment

13. Adjournment 10:00

\*\*\* Mark your calendars – the next Willard PTO meeting is Tuesday, December 3, 2019 at 8:45 AM in the Multi-Purpose Room \*\*\*