



**PTA's mission is to make every child's potential a reality by engaging and empowering families and communities to advocate for all children.**

## Meeting Minutes

PTA: Marion Jordan PTA, General PTA Business Meeting

Date: November 29, 2017

Time: 9:00 a.m.–9:40 a.m – 10:15am

Place: MJ Resource Center

- I. Meeting Called to Order at 9:10am – Kelly Lapetina
  - a. Quorum established
  
- II. Approval of the General Meeting Minutes on 9/27/17 – Erika Baum
  - a. Erika: Motion to dispense with the reading of the minutes. Seconded and minutes stand as approved.
  
- III. Reports of Officers (try to limit to 2-3 minutes of highlights, put the rest in writing for all to see)
  - VP of Legislature Report - Jenny Bartkus
    - Nominating Committee
      - Please take a moment to fill out the advisory recommendation sheet and turn in at end of meeting.
      - Nominating Committee Meeting scheduled for Wednesday, 11/29/17.
  - Treasurer's Report Kim Liautaud
    - 2017 Audit Recommendations Follow up from the School Year 2016-2017
      - \$134.90 discrepancy was from a previous term and noted on the 2015-2016 audit. The last term did not correct the error on that audit. Therefore, it carried over into this current year audit. After speaking with Barb Quinn from IL PTA, it is recommended to correct the Balance on hand 2016 increasing it by the \$134.90 to \$9,883.91, making the current year adjustment to \$5. We will correct that in our current year.
      - Check numbers 7995 & 7996 expense vouchers and paperwork have been completed. Check number 7995 was for the rock climbing wall and has gone to its intended purpose and was unveiled October 2, 2017. District 15 Board of Education has also written in their minutes accepting the donation on September 13, 2017.
      - We have developed a process for excess funds and will establish a committee. The purpose of this committee is to determine the disbursement and allocation of excess funds to be submitted to the association for the general membership voter approval and determine the appropriate allocation to the incoming board.
    - Treasurers Report
      - Attached Profit and Loss Statement dated 10/25/17 – 11/28/2017 filed for audit.



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- VP of Fundraising Report – Shanna Nikolic
  - Parent's Night Out
    - The save-the-date flyer was sent to families before break. A big thank you to Carrie Cadwell for helping design the layout of our brochure. It looks amazing. Currently, we are focused on obtaining enough items for the silent auction. Currently, we have accumulated items totaling about \$5,000. I expect to raise a few thousand dollars thru teacher treasures and another few thousand thru ticket sales. However, we still need more in order to hit our goal. In the past, successful donations have included sports, musical, or entertainment tickets, time-share or other travel, gift cards, sport memorabilia, gift baskets, etc. If you are interested in giving, please make sure to fill out the form and submit it to the main office or contact me. Also, the PNO committee is also offering corporate and family sponsorship. Sponsorship dollars will offset the expense to run the night and can help us lower ticket prices. We are hoping that businesses see the wonderful opportunity to pair with our great school. As of Monday, we have already secured several intents to sponsor. Due to limited availability, please do not delay in securing your spot if you wish to sponsor. I anticipate ticket sales will go on sale in January 2018.
- Membership Report - John Hefferan
  - 39 Faculty; 155 Parents. 194 Total Members
    - Increase from last General Membership Meeting 9/27/17
      - 26 Faculty; 7 Parents. 33 total increase
  - All Parent and Faculty Membership Cards have been delivered to Members.
  - Membership list is updated and delivered to Secretary to file.
- Secretary Report – Erika Baum
  - Thankyou
- President's Report – Kelly Lapetina
  - No December Meeting. Next meeting will be a General PTA meeting on January 31, 2018, 9am Resource Center.

IV. Reports of Board & Committees (same—2-3 minutes, in writing if more complicated)

- Principal's Report – Mrs. Grosch
  - We hit the PBIS goal (school was 92% minor free!) and will have a huge surprise assembly for the student 11/30/17 at 2:30pm. The surprise is doing pie in the face for teachers.
  - D15 Speech Festival for grades 4-8 in Spring. Sign up coming in December; start in Jan/Feb with mentor teachers; present piece in April
  - 5 essentials survey coming out in December for parents to fill out. **Very important that we get 20% of parents to fill it out so that the school receives the results.** That includes both parents. Parents, staff and the 6<sup>th</sup> graders will complete the survey.



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- Social workers are working on "Common language" with school. "Group Plan" is an example. Look for more information in upcoming weekly email blasts soon.
- Faculty Representative Report – Gail Tomal
- Reflections Chairperson – Erica Ariagno
  - Thanks to our talented students who entered projects in this year's Reflections program:

Rhea	Makkuni
Sanjana	Makkuni
Paige	Ariagno
Mahek	Acharya
Jessica	Clow
Isabella	Skiba
  - The projects from these students has been submitted to the Northwest Suburban Council Reflections committee for further review and judging. We will hear whether any students advanced to the next stage of the program in early-mid December. The projects will be on display at the NWSC Reflections Showcase on 1/29 at Carl Sandburg Jr. High.
- PTEC Chairperson – Katie Hart & Kelly Schmidt
  - Fruits and Veggies to the Rescue
    - Fruits and Veggies to the Rescue was a huge hit with our Kindergarten and SIP classes. The students participated in their own "show" in which they demonstrated how fruits and veggies can be superheroes for your body. The students were then encouraged to try various fruits and vegetables spanning all colors of the rainbow. Many tried foods that they had never tried before and some even went home asking for these healthy foods! The interactive program was a great success and we hope it will encourage the kids to eat more fruits and veggies every day!
- MJ Cares Chairperson - Christy Brim
  - Halloween Candy
    - Thank you to all that donated Halloween candy. We had 2 very large and heavy totes and a full basket that was delivered to the Ronald McDonald house near Children's Lurie hospital in Chicago. The scale they had was too small for them to weigh the heavy load. It is clear that Marion Jordan elementary school donated HUNDREDS of pounds of candy to them. At any given day, they have 66 families that stay at the house and we were able to provide some comfort to them in their home away from home!! The facility is very peaceful with each floor providing a family room where families can gather. There is also a beautiful rooftop garden and play area on the 16th floor--all maintained by volunteers! In a given month, 450 volunteers donate their time and effort to provide meals and a comfortable environment for families who have a child receiving treatment at the hospital. All materials that are available in the facility from laundry detergent to paper towels to snacks to umbrellas is provided by generous



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donors. The House has many opportunities for volunteers including making and serving meals, fulfilling wish lists, and toy drives. More information on these and other opportunities can be found at [www.rmhcni.org](http://www.rmhcni.org).

- Adopt an Angel
  - All 75 Angels have been adopted. Drop off is at MJ or Christy Brim's house no later than Thurs. 12/7.
- Toys for Tots
  - The US Military Corp Reserve is requesting new, unwrapped gifts for their annual Toys for Tots toy drive. 2 receptacles are in the main lobby and will be there thru Fri. 12/8
- Thanksgiving Food Drive:
  - Collected 611 items and second grade won the contest donating 123 items. All items went to the Palatine Township Thanksgiving program where donations like this will feed over 700 families this Thanksgiving.
- Fall Book Fair Chairperson – Lisa Froman
  - Gordan Korman, author of *Restart* and *Slacker*, visited with Marion Jordan 3rd through 6th graders. He discussed how he became an author and his love of writing. The children were able to interact with him by asking questions and an opportunity to have their book signed. The Book Fair Committee coordinated the sale of additional Gordan Korman books for the kids to have the opportunity to get a book signed. This contributed to an additional \$440 in sales which will give Marion Jordan more scholastic dollars to spend on books and supplies for the school.
- Room Parent Chairperson – Kim Pinkerman
  - Halloween Parties went great and the students had a blast.
    - Thank you to room parents that sent in their list of volunteers for the security check-in to run smoothly.
    - Reminder to follow the School Approved Snack List
      - This list can be found at [mjpta.org](http://mjpta.org) under School, click School Approved Snack List.
      - Try to choose the '**Best Choice**' for our students and if you need to choose from the 2<sup>nd</sup> Choice, you must use something from the list as those items have been approved by the school and nurse to be safe for students. Also, when choosing a 2<sup>nd</sup> choice item please make sure the serving size is appropriate.
- Veterans Day – Liz Starman
  - Veterans Day Reception is held by the school with the PTA's support. PTA is thankful for Ms. Clark, Mrs. Tomal, Mrs. Grosch and Liz Starman for all their hard work. The children's performances were spectacular, and reception was beautiful.



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The PTA is very grateful for the parent's who donated: bagels, muffins, cream cheese, oranges to help support the Veterans Day Reception.

- Sally Fedus  
Lori Thompson  
Danielle Kossack  
Laura Ranieri  
Marla Fassinger
- Read to Succeed – Shelia Cheripka
  - Dates for Read to Succeed are: Dec. 15, Friday-Jan.23, Monday
  - Six Flags 6 hour reading program. Kids receive a free ticket to six flags if they complete at least 6 hours of reading.
  - Teachers must have at least 8 participating students to qualify for teacher free ticket.
  - Information will be emailed to Karen Roiland for distribution to MJ Staff this week.
  - Information will go in Dec. MJ Newsletter with info and student log links.
- Teacher Holiday Luncheon – Laura Ranieri (12/20/17)
  - I usually wait until this week to start to request volunteers now that Thanksgiving is over. I will do that through our volunteer site.
  - I am still planning the meal...we have done a build-your-own tacos/bowls for two years. It is always a hit, something for everyone, low-carb choices, vegan choices, and lots of opportunity for volunteers to help with donations (which puts less financial stress on us). But I would like to change it up. So, I am planning.
  - I've used Simply Delicious catering from Palatine and they gave us good rates and great service. I will be at the meeting and would be happy to ask if anyone knows of some different caterers I should call for additional quotes as well as meal ideas. I like to have the hot foods catered and delivered while all the cold items, condiments, etc. come from donations.
- 6<sup>th</sup> Grade Committee Chairperson – Tlynn Seyfarth
  - 6<sup>th</sup> Grade Breakfast
    - 6<sup>th</sup> Grade Breakfast Chairs: Marlo Messner and Sally Fedus; volunteers were Nancy Gorski, Lisa Gordon, Lisa Eshoo, Ruby Vas, Danielle Smith and Archna Jagtiani.
  - 6<sup>th</sup> Grade Service Project
    - 5/6 and 6 grades filled with 4 laundry baskets of food along with a \$25 gift card to Eurofresh to purchase a turkey for a thanksgiving. They were able to provide dinner for four families.
  - 6<sup>th</sup> Grade Lock-in
- Fun Fair – Jenny Bartkus
  - PTA is slated to host the Fun Fair on Friday 2/9. I have my Committee heads set up. We will begin with a planning meeting in December. I'm open to suggestions and will bring them up to the team if I receive them within the next week.



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- V. Unfinished Business
- a. None currently
- VI. New Business
- a. California Pizza Kitchen of Deer Park has offered a partnership with the PTA to raise more dollars. Thru December 22nd, we could offer families a link to buy gift cards. 10% of the proceeds would come back to the PTA. Then on Jan 21, we could invite families to either dine in or carry out at CPK. 20% of the sales would go back to us. Therefore, we can essentially make 30% from the 2 parts combined on a single meal. I would like to better understand how everyone feels about us doing another fundraiser at this time. Clearly, we are engaging people for help with PNO already. Is there any feedback on the floor regarding this initiative? It was discussed then moved for approval. It is seconded and approved that PTA will co-venture with California Pizza Kitchen.
  - b. \$350 grant through NWSC PTA
    - Mr. Kerkemeyer would like to purchase \$190 art table for special need students and other students to be able to work on their art projects in the art room.
    - The topic was discussed and motioned. It is seconded and approved that PTA will purchase the art table for the art room and trays for PTA functions.
    - Additionally, we are contacting NWSC PTA to see if we may make additional requests if the \$350 limit for the grant is not reached.
- VII. Announcements & Upcoming Dates
- Announcement: After meeting Palatine police officer, Jeff Schlee, will present on The Parents Role During a School Emergency. CANCELLED, will look at another evening date to hold presentation.
  - PCEE (Parent Committee for Educational Excellence) Meeting
    - Tuesday, December 12, 1pm – 2pm
  - Read to Succeed
    - December 15, 2017 – January 22, 2018
  - Teacher Holiday Luncheon
    - Wednesday, Dec 20, 2017
  - Winter Break-No School
    - December 25, 2017 – January 5, 2018
  - Dr. Martin Luther King, Jr. Birthday Observance-Holiday-No School
    - Monday, January 15, 2018
  - Teacher Institute Day-No Student Attendance
    - Tuesday, January 16, 2018
  - 6th Grade Lock-in
    - Friday, January 26, 2018, 2:30pm – 5:30pm
  - PTA General Membership Meeting
    - Wednesday, January 31, 2018, 9am
- VIII. VIP Parking Spot Drawing – Shanna Nikolic



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IX. Adjourned at 10:15am

Attendance:

Kelly L  
Laura R  
Shanna N  
Erika B  
John H  
Jenny G  
Lisa L  
Lisa M  
Val M  
Jodi S  
Joanna S  
Sheila C  
Jenny B