



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: April 18, 2018

Time: 7:00 p.m.–8:00 p.m.

Place: MJ Resource Center

- I. Meeting Call to Order at 7:00pm
- II. Approval of the General Meeting Minutes on 02/28/18
 - Motion made and seconded to dispense reading of the minutes dated 2/28/18. 2/28/18 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
 - Election of Officers
 - Article VI-Bylaws read by Secretary

ARTICLE VI - OFFICERS AND THEIR ELECTION

#Section 1.

Each officer or board member of a local PTA/PTSA unit shall be a member of the local PTA/PTSA unit.

Section 2.

- a. The officers of this association shall be a president or (2) co-presidents, a first vice president, a second vice president, a secretary, and a treasurer.
- b. Officers shall be elected by ballot annually at the spring meeting. However, if there is only one (1) candidate for any office upon adoption of a motion from the floor the election for that office (or offices) may be by voice.
- c. Officers shall assume their official duties at the beginning of the new fiscal year and shall serve for a term of (1) year or until their successors are elected and assume their duties.
- d. A person shall not be eligible to serve more than two (2) consecutive terms in the same office.

#Section 3.

The members of the nominating committee for officers of a local PTA/PTSA unit shall be elected.

#Section 4.

- a. There shall be a nominating committee consisting of five (5) members, three (3) of whom shall be elected by the executive board from its body, and two (2) elected by this association at a general membership meeting at least two (2) months prior to the election. There shall be one (1) alternate elected by the executive board and one (1) from the



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association. The committee shall choose its own chairman before the close of the general membership meeting at which they are elected.

- b. The nominating committee shall select one (1) nominee for each office to be filled and report at least thirty (30) days prior to the election meeting.
- c. During the election meeting, an opportunity shall be given for nominations from the floor.
- d. Only those who have consented to serve if elected shall be eligible for nomination either by the committee or from the floor. No one may be eligible to election who has not been a member of this association or that of a feeder school for at least thirty (30) days.
- e. To be eligible to vote in any election a person must have been a member for at least thirty (30) days.

Section 5.

- a. In case a vacancy occurs in the office of president, the vice president shall serve as president for the un-expired term. A vacancy occurring in any other office shall be filled for the un-expired term by a person elected by a majority vote of the remaining members of the executive board, notice of such election having been given.
- b. In case a vacancy occurs in both the office of president and vice president, the secretary shall call a special general membership meeting for the purpose of filling the vacant officer positions, prior notice having been given.

- The Chairman of the Nominating Committee reads the Nominations Report
 - The nominating committee submits the following nominations for officers of the Marion Jordan PTA for the 2018-2019 year.

For President: Kelly Lapetina

For Vice President of Legislation: Jodi Franzen

For Vice President of Ways and Means: Kathy Czink

For Secretary: Erika Baum

For Treasurer: Jeff Franzen

Signed by all members of the nominating committee

- The President rereads the report
 - The nominating committee submits the following nominations for officers of the Marion Jordan PTA for the 2018-2019 year.

For President: Kelly Lapetina

For Vice President of Legislation: Jodi Franzen

For Vice President of Ways and Means: Kathy Czink

For Secretary: Erika Baum

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Signed by all members of the nominating committee

- Are there nominations from the floor?



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1. Consent of the nominee must be obtained and please be prepared to speak of your nominee's credentials.
 - If so, proceed to nominate them
 - If not, without objection, nominations are now closed.
- Elections
 - Motion made and seconded that the election be by voice vote for all offices.
 - Kelly Lapetina has been elected for President, Jodi Franzen has been elected for Vice President of Legislation, Kathy Czink has been elected for Vice President of Ways and Means, Erika Baum has been elected for Secretary, and Jeff Franzen has been elected for Treasurer. As many as in favor of Kelly Lapetina as President, Jodi Franzen as Vice President of Legislation, Kathy Czink as Vice President of Ways and Means, Erika Baum as Secretary, and Jeff Franzen as Treasurer, say "Aye." Those Opposed, "no." The ayes have it and Kelly Lapetina is elected President, Jodi Franzen elected Vice President of Legislation, Kathy Czink elected Vice President of Ways and Means, Erika Baum elected Secretary, and Jeff Franzen elected Treasurer
- Officers will begin their duties July 1, 2018. Thank you for commitment and devoting your time to our wonderful school and PTA. Congratulations!
- Are there any questions for The VP of Legislation?
- Treasurer's Report Kim Liautaud
 - Treasurers Report
 - Attached Profit and Loss Statement for the period YTD filed for audit.
 - Audit Committee Election
 - 3 members accepted serving on the audit committee.
 1. Jodi Servino, Jenny Bartkus & Samia Hefferan
 - No other members from the floor were considered for this committee.
 - Nominations were closed. Jodi Servino, Jenny Bartkus & Samia Hefferan have been elected to serve on the audit committee. As many as in favor of Jodi Servino, Jenny Bartkus, & Samia Hefferan on this committee, say "Aye." No nays, the ayes have it and Jodi Servino, Jenny Bartkus & Samia Hefferan are our audit committee. They will meet as soon as possible to elect their chairman and set their 1st meeting.
- We completed our first meeting with the Excess Funds Committee
 - We expect to have excess funds this year.
 - We went over about 20 or more ideas taken from teachers, parents and committees. Ideas we chose further research on are:
 1. Mindful Room
 2. Flexible Seating for classrooms



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- 3. Escape Boxes for teaching curriculum
- 4. Ozobots for STEM
- 5. Consultants for teachers
- Any additional ideas please email Kim Liautaud & Kelly Lapetina by this Friday to be considered.
- Are there any questions for the Treasurer?
- VP of Fundraising Report – Shanna Nikolic
 - Parent's Night Out
 - Our fundraiser was a success! Total sales from tickets, corporate & family sponsorships, donations, wine giveaway, and silent auction sales came to \$15,500. After expenses, our final net profits came to \$13,500. I would like to give special thanks to the groups that made this happen: the committee members, the people that donated wine, the volunteers for running the wine giveaway, all the businesses and individuals that donated gifts & services to be auctioned off, and the faculty for donating their teacher treasures. Also, I'd like to thank the parents that attended and made purchases. Everyone's collective efforts are what made this event dynamite! Not only did we raise the money to launch amazing programs for the rest of the year, we also had a lot of fun doing it!
 - Are there any questions for VP of Fundraising?
- Membership Report - John Hefferan
 - No additional Members added since last report

Parents 157
Faculty 40
Total 197

- Are there any questions for Membership?
- Secretary Report – Erika Baum
 - Thankyous
 - Read one thank you from Emilie at Jump Rope for Heart
 - Are there any questions for the Secretary?
- President's Report – Kelly Lapetina
 - We had 2 members of our community nominated for IL PTA awards. They were recognized at the annual NWSC PTA Spring Fling Dinner April 9th.
 - Congratulations to our very own Mrs. Pease. Mrs. Pease heartwarming nature is infectious! Because of the extra attention she gives to the students, parents, and community; her creative ways of handling discipline in the classroom and parent communication; and her devotion to the school community, we strongly feel Mrs. Pease is truly deserving of this nomination.



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- Congratulations to Christy Brim. Christy's MJ Cares program has been able to affect 100's of thousands of people. She has captured something that is special to our MJ community. Philanthropy. Christy portrays the epitome of a philanthropist and hard worker. Christy is the driving force of our MJ Cares committee for our PTA and is instrumental in helping every MJ family be a philanthropist family reminding us to think of others. She continues to motivate and inspire all of us to be better contributors in our society.
 - Congratulations Allison and Christy!
 - Autism Awareness Month is all of April
 - PTA is helping communicate events to parents
 - Clubs going strong at MJ
 - Spanish & French Club
 - Run Club
 - Chess Club
 1. 40 participants so far. Will be back next year
 - Drama Club
 1. Sign up by Friday
 - Pro Kids Show Assembly
 - Monday, April 30th, 6:30pm in the MPR
 - An exciting presentation filled with music, magic, fun and involvement for the whole entire family-children and their parents.
 - Dueling Piano's event on 4/28 at 6:30pm. Raising money for the District One5
 - Final PTA Executive Board & General PTA meeting of the year
 - Brunch Date and Times TBD.
 - We hope to finalize any unfinished business, volunteer appreciation and committee handoffs.
 - Are there any questions for the President?
- IV. Reports of Board & Committees (same—2-3 minutes, in writing if more complicated)
- Principal's Report – Jenny Grosch
 - Presentation for parents of an extension to our PBIS program next year.
 - Expect Respect presentation was viewed.
 - Surprise for kids next PBIS celebration, will be announced after May 1st. We will need parent volunteers for this surprise, look for sign up in Weekly Updates.
 - KinderOrientation, Thursday, April 26th 6:00pm – 6:45pm for K-AM; 7:00pm – 7:45pm for K-PM.
 - Mrs. G presented a “preliminary” numbers report for next year's classes
 - Faculty Representative Report – Gail Tomal
 - Scholastic dollars have been spent and went toward SIP-supplies and a STEM Cart for all the classes to enjoy.



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- Talent Show – Monica Kapoor & John Heffran
 - We received lots of positive feedback about the MJ Talent Show.
 - Acts were very good and well-rehearsed with nice variety.
 - People liked the short rehearsals. All were 75 minutes or less. The first few rehearsals focused on either dance acts or musical acts only, enabling us to give individualized constructive feedback, and then run efficient full-show rehearsals after Spring Break.
 - Parent volunteers helped with rehearsals and the show.
 - People liked the show length. We limited performers to one featured act each.
 - People liked the flow. MCs kept it light and fun. Stage crew moved props quickly. Performers were queued up and ready to go.
 - Crowd noise was low. Waiting performers were sitting up front, backstage, or queued in the music room which minimized their sounds in the MPR.
 - We donated 12 front-row seats and 2 reserved parking places to the silent auction, raising funds for the PTA to cover some of our costs.
 - Via concession stand sales, the 6th graders raised about \$160 for their class gift to MJ.
 - We spent \$350 for lighting for the show. Our current lighting, if turned off, takes 15 minutes to warm up and light back up. We needed to have a lighting guy come in to light the stage appropriately. I would like to make a motion to reimburse the parent that paid for the lighting.
 - Motion made and seconded to reimburse the 2 parents that paid for the Talent Show lighting in a total of \$350. As many as in favor of reimbursing the 2 parents that paid for talent show lighting in a total \$350, say “Aye.” No nays, the ayes have it and the PTA will reimburse the two parents that paid for talent show lighting in a total of \$350.
- 6th Grade – Tlynne Seyfarth
 - Everything is set for the carnival on 5/18.
 - No update on the gift yet, I still have to meet with the 6th graders to let them know what the gift is but I'm waiting on final approval from the district (via Jenny Grosch).
 - We made \$169 on concession contributions.
- PTEC Chairperson – Katie Hart & Kelly Schmidt
 - The Marion Jordan Family Reading Night was a success! We are so grateful to our teachers and staff that volunteered to read and even wore costumes or pajamas. We had about 100 people in attendance and the feedback was all very positive. The kids were so cute in their pjs and all seemed to have a good time.



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- Virtual reading has concluded, the Kindergarten PM class is our winner for the most participation. Pictures will be printed and displayed outside of the library soon.
- MJ Cares Chairperson - Christy Brim
 - Stasch Family Outreach-Thank you to everyone who has taken the time to cook and drop off a warm meal, donate a restaurant or store gift card make a monetary donation, donate professional services or write a heartfelt note to the family. Every gesture is noticed and so appreciated by the family.
 - Book Fair-Kids Helping Kids. We will be sending baggies home Friday 4/20 for students/families to donate change that will go to purchase books for children in our community that otherwise wouldn't have new books. Last spring, we collected just over \$800 and purchased 75 hardback books for kids in need. Keep those quarters (and bills) coming! :)
- Run Club – Julie Maher & Kelly Beverly
 - Run Club is going strong through 5/9/18; Mondays & Wednesdays from 3:15pm to 4:20pm
 - May 9th will be our race day. Rain Date to be determined.
 - Nurse is closed during those times, so please have your child bring any medical items they need. They must be able to do it themselves or see Run Club Administrator for further information.
- Marion Jordan Spring Book Fair

It is time for the Marion Jordan Spring Book Fair! All purchases benefit our school.

Volunteer site is open and PTA members can sign up to help out during the book fair hours.

Book Fair Hours:

Tuesday, April 24 -- 8:30 AM - 3:30 PM

Wednesday, April 25 -- 8:30 AM - 3:30 PM

Thursday, April 26 -- 7:30 AM - 3:30 PM

Friday, April 27 -- 7:30 AM- 2:30 PM

Open before Dads & Donuts.
- Dad's and Donuts
 - Theme: Donuts with bright colors and a photo booth.
 - Invites went home with every student on Friday, April 6th via backpack mail. The invite is also posted on the MJ Weekly News as of April 8th. Dads and Donuts will occur on Thursday, April 26th and Friday, April 27th alongside with the Spring Book Fair.
 - Parent and 6th grade volunteer opportunities are listed on the MSA site.
 - We are looking forward to a fun time
- Teacher Appreciation Week



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- Teacher Appreciation Week, May 7-11. This year's theme is V.I.T. – Very Important Teacher! #ThankATeacher
 - A great committee has been assembled to help plan events, meals and treats for our teachers and staff – including a catered lunch, special breakfast, massages and more. Much more information will be coming home with the students in the next week or two, detailing ways everyone can get involved in showing their appreciation for the MJ Team. Please feel free to contact me with any questions or ideas – kathyczink@yahoo.com or 312-403-9371

V. Unfinished Business

- NWSC of PTA – Grant Request
 - We were approved and deposited our check for \$350.

VI. New Business

- Bike to School Day – Wednesday, May 9th. Rain Date: Friday, May 11th.
 - Would we like to try and participate in this? If so, I need a volunteer to head the event. Please contact Kelly Lapetina by Friday if interested.
 1. Things to think of for MJ....logistics, bike racks, etc....
 2. We do have a contact to discuss these issues.

VII. Upcoming Dates

- See Attached

VIII. VIP Parking Spot Drawing – Jessica Shemmer

IX. Adjourned at 8:10pm

Attendance:

Liz S	Lori B	Jennifer D
Kelly S	Lisa L	Lisa S
Katie H	John H	Jenny G
Kathy K	Kelly L	Erika B
Mandy K	Nancy L	
Ruth A	Gail T	
Jessica S	Joe L	

UPCOMING PTA DATES

THU APR 19, 2018
3:15PM - 4:30PM

CHESS CLUB SAT APR 21, 2018



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ALL DAY D15 SPEECH FESTIVAL

WHERE: WILLIAM FREMD HIGH SCHOOL, 1000 S QUENTIN RD, PALATINE, IL 60067, USA

MON APR 23, 2018

ALL DAY A"WEAR"NESS MONDAY-AUTISM AWARENESS MONTH

ALL DAY SPRING BOOK FAIR

3:15PM - 4:20PM RUN CLUB

TUE APR 24, 2018

ALL DAY SPRING BOOK FAIR

3:20-4:20 DRAMA CLUB

WED APR 25, 2018

ALL DAY SPRING BOOK FAIR

3:15PM - 4:20PM RUN CLUB

THU APR 26, 2018

ALL DAY SPRING BOOK FAIR

8AM - 8:30AM DAD'S AND DONUTS

11 AM - 1 PM PING PONG TOSS TO WIN - AUTISM AWARENESS MONTH

3:15PM - 4:30PM

CHESS CLUB FRI APR 27, 2018

ALL DAY SPRING BOOK FAIR

8AM - 8:30AM DAD'S AND DONUTS

MON APR 30, 2018

ALL DAY A"WEAR"NESS MONDAY-AUTISM AWARENESS MONTH

3:15PM - 4:20PM RUN CLUB

6:30PM - 8PM MJ PTA PRESENTS THE PRO KIDS SHOW

TUE MAY 1, 2018

3:20-4:20 DRAMA CLUB

WED MAY 2, 2018

TIME TBD MJ - OPEN HOUSE

3:15PM - 4:20PM RUN CLUB

THU MAY 3, 2018

ALL DAY TEACHER INSTITUTE DAY-NO STUDENT ATTENDANCE

FRI MAY 4, 2018

ALL DAY TEACHER PLAN DAY-NO STUDENT ATTENDANCE

MON MAY 7, 2018

ALL DAY TEACHER APPRECIATION WEEK

3:15PM - 4:20PM RUN CLUB

TUE MAY 8, 2018

ALL DAY TEACHER APPRECIATION WEEK

1PM - 2PM PCEE (PARENT COMMITTEE FOR EDUCATIONAL EXCELLENCE) MEETING

3:20-4:20 DRAMA CLUB



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WED MAY 9, 2018

ALL DAY TEACHER APPRECIATION WEEK
3:15PM - 4:20PM RUN CLUB

THU MAY 10, 2018

ALL DAY TEACHER APPRECIATION WEEK
3:15PM - 4:30PM

CHESS CLUB FRI MAY 11, 2018

ALL DAY TEACHER APPRECIATION WEEK

TUE MAY 15, 2018

3:20-4:20 DRAMA CLUB

THU MAY 17, 2018

3:15PM - 4:30PM

CHESS CLUB FRI MAY 18, 2018

12PM - 2:15PM 6TH GRADE CARNIVAL

TUE MAY 22, 2018

3:20-4:20 DRAMA CLUB

THU MAY 24, 2018

3:15PM - 4:30PM

CHESS CLUB FRI MAY 25, 2018

12PM - 2:15PM 6TH GRADE CARNIVAL - RAIN DATE

MON MAY 28, 2018

ALL DAY MEMORIAL DAY-HOLIDAY-NO SCHOOL

DATE TBD

TIME TBD LAST GENERAL MEMBERSHIP MEETING-VOLUNTEER APPRECIATION