

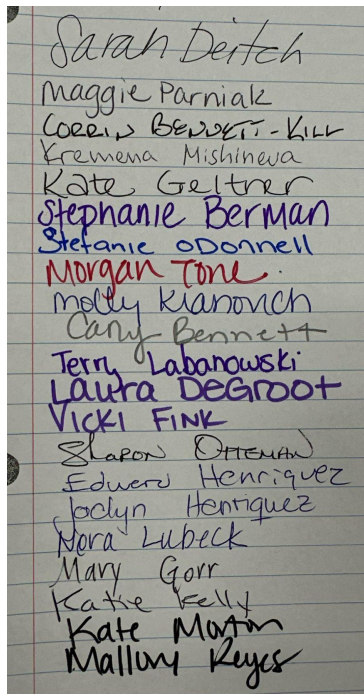
# Minutes

Lions Park PTO Meeting  
September 5, 2023  
7:00pm - 8:00pm  
Lions Park-Teacher's Lounge

Meeting called by: Sarah Deitch & Morgan Tone

Board Members Present: Sarah Deitch & Morgan Tone Co-Presidents; Carly Bennett & Terry Labanowski  
Co-Vice Presidents; Ed Henriquez Treasurer; Molly Kranovich Secretary

Attendance:



Sarah Deitch  
Maggie Parniak  
Carly Bennett - KILL  
Kremena Mishineva  
Kate Geltner  
Stephanie Berman  
Stephanie O'Donnell  
Morgan Tone  
Molly Kranovich  
Carly Bennett  
Terry Labanowski  
Laura DeGroot  
Vicki Fink  
Sharon Ottenaw  
Edward Henriquez  
Jolyn Henriquez  
Mara Lubeck  
Mary Gorr  
Katie Kelly  
Kate Martin  
Mallory Reyes

## Strategic Plan Update

Dr. Gorr

Goal: Outstanding Student Experiences

- Updating curriculum
- Evaluating after school programming

Goal: Staff Growth and Support

- Planning more robust professional development for staff

Goal: Family and Community Partnerships

Goal: Fiscal Stewardship and Facility Planning

## Minutes

- Lincoln and Westbrook both need to be updated
- 2018 was when last referendum passed; next referendum technically not until 2028 but full day kindergarten mandated for 2027 so district is trying to figure out how to update Lincoln and Westbrook
- first task is getting an architect to put a price point on this

### Officer, Board and School Reports

#### A. Treasurer Report

Ed

Ed presented the budget for the 2023-2024 school year, noting changes that were made. Ed made a motion to approve the budget, motion was seconded by Sharon. All present voted in favor. Full 2023-2024 budget is attached.

#### B. Principal Report

Katie

Wonderful start to the year  
Thanks for the first day fuel up  
Wrapping up benchmark testing

#### C. D57 Board Report

Corrin

Employee breakfast  
Facilities walkthrough  
Staff back to school breakfast  
Aug 17th meeting- approved budget  
Sept 21st is next board of education meeting  
Strategic Plan dashboard- ability to see where they're at on meeting goals  
Approved amendment that caps cost for park at \$301,000  
Board retreat at Sunset Lake  
Coffee with Superintendent coming up soon  
Next meeting at Fairview on the 21st at 7pm

#### D. Ed Foundation Report

Mallory

Nothing to report

#### E. Teacher Report

Patty Kennedy

-thank you for the \$100 for each teacher and headphones  
-author visit coming, Susan Verde- I am Peace, I am Yoga- 2nd-5th  
-fall book fair- PTO will give money for each student to get a book  
-donations for fleece for Knots of Love project will still come from PTO  
-beanstack is something leaping into literature might be interested in- \$3,190 for first year - \$995 for first year, year after \$2195- going to see if all the teachers are on board

### Committee Reports

#### A. Special Lunch

Vicki & Erica

## Minutes

We were able to get the site up and running (THANKS ALAN!) in time for a September Special Lunch!! We've had a few requests for menu changes and dietary restriction modifications, but overall, the response has been good. We are keeping the food items the same for this round of ordering, but in January and April, Dairy Queen's vegetarian option will be switched to pretzel sticks and queso instead of a lackluster salad. Volunteers will be requested monthly instead of at the beginning of the year to hopefully give more parents a chance at volunteering and keep down the switches and absences. Like last year, we will add \$40 as a delivery tip to each total paid to the restaurants.

B. 5th Grade Activities Sharon & Deanna  
In process of ordering shirts  
No activity until November  
When should t shirt forms be submitted?

C. Room Reps Renee  
- meeting will be friday sept 15 at 9:45  
One more rep:  
Redmon  
Legowski  
Beishir  
Logan

Two reps:  
Pavlovski  
St. Denis

Mrs Kelly will reach out to specific teachers today  
Renee will get reimbursed for bringing coffee to meeting

D. Roar and Run Jaclyn  
-need volunteers and a co-chair  
Prizes: Due to demand, drawstring bags should be considered as prize this year- \$50+ receive prize, \$25 donations to enter gift card raffles (in \$25 increments). Last year we gave away 7 gift cards total. Spirit Wear: Monday-PJ, Tues-Mismatch, Wed-Sports, Thurs-Crazy hair, Fri-LP spirit wear

E. Civic Engagement Stephanie & Laura  
School wide food drive-  
we can engage the kids just a matter of how much time to give to kids- 2 week food drive leading up to Turkey Trot- whole school goal and then a prize- Friday November 3rd  
Looking into having someone from Food Pantry come in to speak to kids

## Minutes

F. Leaping into Lit Stephanie  
-possibly doing a parent led bookclub with the grades (Before/After school? Come in during lunch/recess?)  
-tap into the library for help getting this running

G. School Assemblies Jessica  
Reached out to Matt Wilhelm (BMX)- last year's assembly, was well received by students and staff. Need a specific time(s) and book early as he is filling up.

### In-Person Performance Details

- Each show runs about 45-minutes in duration. He provides his own sound equipment, just needs access to electricity.
- A minimum of 25x50 feet of performance space (plus space for audience seating). Show takes up more space than most school assemblies so please verify space requirements. The school gym usually works best

### In-Person Performance Fees

Fees are all-inclusive, so there are NO additional fees or travel fees.

- i. 1 Show: \$950
- ii. 2 Shows: \$1500 \*\*\* Most Popular (maybe ideal.... Split 2nd/3rd, 4th/5th)
- iii. 3 Shows: \$1800

H. Web Alan  
No report

I. Helping Hands Katie/Melissa  
This is a new committee starting the 2023-2024 school year. Over the years, there have been instances where some Lions Park families have experienced a crisis. This may have been due to death, extreme illness, or even a long term hospitalization of a student or immediate family member. The question was raised in the spring of "How can we help these families in a caring and quiet way?"

Katie and Melissa are the contacts for this and Katie is working on putting a flyer together to put in the Paw

Prints to let families know about this committee in case they or a family they know at Lions is going through a difficult time.

New committee name: The Lion's Heart

Committee has a \$500 budget. Thinking \$50 per gift card. We realize that each year will be different in terms of need, but hopefully funds can be carried over if they are not used. When we receive requests, we will let

Ed know so he can keep track of the account.

# Minutes

First step should be for Katie and Melissa to establish guidelines. Then if things occur throughout the school year, Katie and Melissa can reach out based on the guidelines. The goal will be minimal discussion and attention on these sensitive matters.

### J. Parents Night Out

Parents Night Out on 8/25 was a success. We had over 40 parents come out for food and drinks at MPGC.

Many made new connections and there were a lot of new Lions Park parents in attendance. Our next PNO date is tentatively set for Jan 20th. We will make it casual with no ticket purchase in advance required.

The plan is to meet at a restaurant/bar location or do some activity like bowling. We are open to other suggestions!



### Special Orders/Time Sensitive Business

#### A. Car Magnets

Sarah & Morgan

Those in attendance liked the design for the LP PTO car magnet. Sarah & Morgan will work with Westbrook to see which vendor they used for printing. Design for magnet attached. This year, magnets

will be distributed with membership purchase. In future years, an upcharge might be added to the membership fee to receive the magnet.

Date of Request: 9/5/2023 Item is Needed By: whenever available  
 Grade Level: Elementary Person(s) requesting: Kristin Merrill, Art Teacher  
 Email: kmerrill@d57.org

*Request for Special Item/Services*

Please explain your request in as much detail as possible and how it will be used in the classroom.

I would love to add a rug to the front of the Art Room to provide an inviting space for all students to sit during our whole-class instructions, when we share stories, and when we share our artwork with each other. The large size and oval shape of this rug, combined with its colorful images with bilingual text, provide a particularly inviting space for our students to gather.

Quantity/Amount Needed: 1

*Purchasing Information:*

Vendor Name: School Specialty Phone Number: 888-388-3224  
 Website: https://www.schoolspecialty.com/carpet-086734  
 Item Sku # and Description: Inches x 11 Feet 8 Inches, Oval Blue Item #: 086734  
 Total Price with tax and shipping: \$606.29 [\$527.21 + 15% shipping (\$79.08)]

*For School PTO Board Use Only*

Date: \_\_\_\_\_  
 Request is Approved  Request is Not Approved  
 Check Number: \_\_\_\_\_

Date of Request: 11/3/23 Item is Needed By: ASAP  
 Grade Level: Schoolwide Person(s) requesting: Nancy Palomo  
 Email: npalomo@d57.org

*Request for Special Item/Services*

Please explain your request in as much detail as possible and how it will be used in the classroom.

This camera will be used to enable the yearbook coordinator to take high quality pictures to be enjoyed by all students and their families.

Quantity/Amount Needed: 1

*Purchasing Information: depends on one selected - see attached*

Vendor Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Website: Katie  
 Item Sku # and Description: \_\_\_\_\_  
 Total Price with tax and shipping: \_\_\_\_\_

*For School PTO Board Use Only*

Date: \_\_\_\_\_  
 Request is Approved  Request is Not Approved  
 Check Number: \_\_\_\_\_



# Minutes

Camera cost: \$339 or \$449 depending.

Following the meeting, the PTO Board voted electronically to approve both requests. Ed will also review budget to see where these expenses will pull from and decide if a separate line item is needed.

**Unfinished Business/General Orders**  
None

**Various**

**Announcements/Closing Remarks/Adjournment**

**Sarah/Morgan**

Next meeting will be held on Monday, October 2nd, 7:00pm in the Lions Park Teacher's Lounge as well as over Zoom



# Minutes

2023-2024 Budget

# Lions Park Elementary

PTO

## Minutes

3:14 PM Fri Sep 8

Lions Park PTO 2023-24 Budget.xlsx

2023-2024
2022-2023
2021-2022
Historical

Lions Park PTO	2023-2024 Budget		2023-2024 Actual	
	Income	Expense	Income	Expense
<b>Anticipated Income</b>				
Beginning Bank Balance	\$20,476.12		\$20,476.12	
Membership Dues	\$2,000.00	\$0.00		
McDonald's Event - Teacher event	\$650.00			
	\$0.00			
Box Tops	\$100.00			
Roar & Run Fundraiser	\$20,000.00	\$2,000.00		\$1,984.00
Misc Donations				
Capannari Coolest School	\$350.00	\$0.00		
<b>Subtotal</b>	<b>\$43,576.12</b>	<b>\$2,000.00</b>	<b>\$20,476.12</b>	<b>\$1,984.00</b>
<b>Proposed Expenditures</b>				
	Income	Expense	Income	Expense
<b>Administrative Expenses</b>				
Bank Charges		\$0.00		
Contingency Reserve		\$200.00		
Copier Expense		\$0.00		
Corp report/ Secretary of State		\$15.00		\$14.00
Domain Name (Bluehost) Exp. 8/2023		\$400.00		
Insurance		\$355.00		\$355.00
Office/Postage/Other		\$75.00		
Principal's Fund		\$200.00		
Allocation for following year		\$4,000.00		
<b>Student Activities/Purchases</b>				
Books for Kids		\$4,800.00		
Field Day		\$800.00		
Kona Ice Truck		\$800.00		
5th Grade Musical (Income from fund raiser)		\$2,500.00		
Community Service/Knots of Love material		\$500.00		
Teacher Supply Reimbursement		\$2,500.00		\$1,298.24
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$17,145.00</b>	<b>\$0.00</b>	<b>\$1,667.24</b>
<b>Committees</b>				
	Income	Expense	Income	Expense
Author Visits	\$500.00	\$2,500.00	\$792.66	\$792.39
First Day fuel up		\$500.00		\$327.86
Back to School Bash		\$2,000.00	\$1,889.00	\$4,158.05
December Assembly		\$1,200.00		
Directory		\$450.00		
Lemons of Love - Book project- donation		\$450.00		\$449.75
Fifth Grade Shirts & LMS Bags		\$2,000.00		
Fifth Grade Activities	\$3,600.00	\$3,600.00		\$690.00
Fun Fair/Spring Fling	\$2,000.00	\$3,500.00		
Leapin' Into Lit		\$750.00		
Paypal Fees		\$1,000.00		
Parent Assistance		\$400.00		
Pawloozza (Pay staff for working sound system)		\$50.00		
Room Reps (Tea talk)		\$30.00		
Pawloozza (Pay staff for working sound system)		\$50.00		
Room Reps (Tea talk)		\$30.00		
Helping Hands		\$500.00		
School Supply Kits		\$500.00		
Second Grade Connections		\$100.00		
Special Lunches	\$10,500.00	\$10,000.00		
Staff /Appreciation/Conference dinners		\$3,000.00		
STEM Fair		\$300.00		
Turkey Shoot		\$500.00		
Family Night		\$1,000.00		
Parent Night Out		\$500.00		
Meeting expenses		\$600.00		
<b>Subtotal</b>	<b>\$16,600.00</b>	<b>\$35,430.00</b>	<b>\$2,681.66</b>	<b>\$6,418.05</b>
<b>Grand Total</b>				
	<b>\$60,176.12</b>	<b>\$54,575.00</b>	<b>\$23,157.78</b>	<b>\$10,069.29</b>
Income less expenses	\$5,601.12		\$13,088.49	
Check register			\$17,301.58	
Diff			\$4,213.09	