



**Harper PTO Executive Board Meeting Minutes  
Monday, June 7, 2021 9:15am**

**Attendance**

- Laurel Nelson, Kari Darmstadter, Marni Sheehan, Tracey Fitzgerald, Laura Geiger, Sheetal Shah, Jesse Shirmang, Katie Colt, Danielle Slattery, Daniela Burnham, Johanna Toppenberg

**Meeting Called to Order**

- 5/19/21 General Meeting minutes approved

**Principal's Report - Laurel Nelson reported updates from Aaron Dubnow**

- We are waiting for new guidance from the state about safety guidelines for next year. Will continue to plan based on the guidance from the state.
- Aaron and his wife are expecting a baby in September. He will be taking a few weeks off but will have a supportive plan.
- Planning to focus more on community building in the fall. "We are dolphins!"
- D39 strategic planning process is well underway and will be completed in June.
- Harper will be hosting Park District and D39 camps this summer.

**President Report: Laurel Nelson**

- Welcome and introductions
- Filling VIP open slate positions
  - EduKits - Courtney Dill is volunteering this year. We need someone to shadow her this fall and take over next year.
  - Garden - Emily Primosch is contacting the maintenance crew to help with the garden. Patty Ballard is in touch with Emily on what needs to be done.
  - Cafeteria coordinator - Grace Poe has volunteered to do Sign-Up Genius. Waiting to hear guidelines and how lunch will be handled in the fall.
- Reserve your table(s) for Opening Day Coffee (August 25) through Hospitality committee (Alice Woodward: [alice\\_garnett@hotmail.com](mailto:alice_garnett@hotmail.com) and Patricia Danielak: [patricialduffy@gmail.com](mailto:patricialduffy@gmail.com)) Current plan is to have the coffee outside on the lawn.
- Honoring Harper retirees: plaques
- Exec PTO Meetings & General PTO Meeting dates listed below 2021/22 school year
- BEWARE OF SPAM from President/President Elect addresses
- Yearbooks - Contact Debbie Melchiorre for extra yearbooks or search "Jostens" in your email to see if you ordered.

**President Elect Report: Kari Darmstadter**

- Hoedown – TBD by July 1. Tentative date is 9/25 and the event will be rain or shine.
- Parent Social – Tentative date is 11/6.
- Teacher Appreciation week is moving from February to May to align with the other schools in the district. Dates are 5/2/22-5/6/22.

**Treasurer: Marni Sheehan**

- Processing year end invoices and checks. Budget is good.
- 2021-2022 is a gifting year from the PTO to the school. Amount is around \$25k and the school will tell us what they need. 2019-2020 was water fountains. Gift is given June 2022.
- We should consider promoting what the PTO pays for with Ignite. Stickers, car magnets, etc. Share more photos so families can see where the money goes.

**Room Parents: Tracey Fitzgerald & Laura Geiger**

- Coordinating with Teacher Appreciation for August teacher lunch

**Enrichment: Sheetal Shah**

- Plans for next year: Cindy Lord rescheduled for 11/16
- All grade levels have been filled with reps

**Ways & Means IGNITE: Jesse Schirmang**

- Donation ask back up to \$125

**Diversity & Inclusion: Katie Colt**

- This is a new role at Harper. Working with parents from McKenzie to learn from their experience.
- Looking for teachers and parents to volunteer to get involved.
- Book audit - First effort will be looking at books in classrooms and the library to see which books may be outdated. Work with the book fair committee on setup.
- Opportunity to build unity between other D39 schools with things like International Day, Kindness Committee.

**2021-2022 Harper Exec Board Schedule**

- **Executive Board Meeting Schedule:** All meetings are the first Tuesday of the month at 9:15 am at Laurel's house (1216 Middlebury Lane)
  - August 31
  - October 5
  - November 2
  - December 7 (cookie assembly)

- January 4
  - February 1
  - March 1
  - April 5
  - May 3
  - June 7
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- **General PTO Meetings:** Three meetings at 9:00am at Harper: kick-off meeting in September (probably Zoom), January and May