



**Harper PTO Executive Board Meeting Notes**  
**Tuesday January 4, 2022 9:15am**  
**LOCATION: Zoom**

**Attendance:** Laurel Nelson, Johanna Toppenberg, Kari Darmstadter, Aaron Dubnow, Jessica Schirmang, Danielle Slattery, Katie Hilton, Laura Geiger, Daniela Burnham, Sheetal Shah, Elizabeth Stark

**Old Business**

- Approval of Minutes – November 2021

**Principal's Report - Aaron Dubnow**

- Proper snow attire - remind students to bring snow gear for outdoor recess
- MAP testing coming next week
- Kindergarten registration - KEEP 39 session coming up on Zoom, registration opens following week, continuing with AM kindergarten with PM KEEP next year. 90% of kindergarten students also registered for KEEP this year.
- COVID - updating quarantine and isolation guidance. IDH has not adopted new timeline for schools - still 10 days. If student is fully vaccinated and exposed they do not have to isolate.

**President Report: Laurel Nelson**

- General meeting: 1/19 at 9:15am on Zoom: guest speaker Brigitte Berger will speak about Thornwood project, project will mostly affect school in the fall.
- Holiday gifting, gift to DeBoey family - next year have a firm deadline for gifting, we now have a good budget goal
- 2022/2023 PTO slate - Daniela Burnham will be president elect for next year. Alison Achter is taking over Harper Happenings. Think about your role for next year and your committees.
- Spiritwear next year—need to get it online with images and ordering information

**President Elect Report: Kari Darmstadter**

- Winter community building
  - Valentines heart project - students make hearts and write notes to teacher to decorate the hallways
  - Teacher appreciation week - pushing to first week of May to line up with national teacher appreciation week. Still want to do something for teachers in February. Will work with room parents.
  - Stock the lounge - current month is Kindergarten and then fourth grade.

**Room Parents: Laura Geiger**

- Checking in with 4th grade farewell party committee

**Enrichment: Katie Hilton & Sheetal Shah**

- Status of winter enrichment
  - Educating Outside the Lines - started at Harper right before COVID shutdown. Trying to work with them this year. They need parent volunteers and trying to find creative ways to do it without parent volunteers. Looking to do that the last week of February.
  - Griffins Tales - End of April, submissions due by middle of February
  - Katie Colby - middle to end of May

**Ways & Means IGNITE: Jesse Schirmang**

- Ignite budget - we are at our goal

**DEI: Beth**

- Sharing info for the Harper Happenings
- Email to teachers - survey with info about what DEI can do for them
- Partner with Enrichment on Educating Outside the Lines connection

**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) or on Zoom.

August 31

October 5

November 2

January 4

February 1

March 1

April 5

May 3

June 7

**General PTO Meetings:** Three meetings at 9:00am at Harper: kick-off meeting in September (probably Zoom), January and May

## **IMPORTANT LINKS**

**PTO 2021/22 slate:** Not sure who's in charge of a committee you oversee? Find them [here](#).

**PTO Budget:** Find the 2021/22 budget [here](#).

**PTO Job Descriptions:** Learn what each committee does [here](#).