



**Harper PTO Executive Board Meeting Notes**  
**Tuesday November 2, 2021 9:15am**  
**LOCATION: Zoom**

Attendance: Laurel Nelson, Johanna Toppenberg, Kari Darmstadter, Katie Hilton, Aaron Dubnow, Laura Geiger, Daniela Burnham, Elizabeth Stark, Tracey Fitzgerald, Marni Sheehan

**Old Business**

- Approval of Minutes – October 5, 2021

**Principal's Report - Aaron Dubnow**

- Halloween - Glad we were able to have the parade. Parties were creative and fun.
- Covid update - continue reading district 39 updates, vaccine clinics, a few cases across district, continue to manage and follow procedures.
- Book fair, Thanksgiving food drive coming up
- Parent lunch volunteers - sign-up coming soon
- Chorus - starting conversations about getting started, Girls on the Run moving forward too.

**President Report: Laurel Nelson**

- Sending school wide reminder email - teacher gifts, Ignite, thanksgiving drive
- School tours - starting again around Thanksgiving. Thursday afternoons.
- Skyline coming in January

**President Elect Report: Kari Darmstadter**

- Teacher Appreciation Committee - Thankful Thursdays, bringing in food treats on Thursdays this month.
- Environmental Committee - Trex Challenge recycling challenge, info in Harper Happenings

**Treasurer: Marni Sheehan**

- Taffy Apple profit - \$762, budgeted for \$500. Second day was delayed and we ended up with more apples than usual. Consider ordering more next year.
- Ignite - close to goal

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

- November updates - Communicating upcoming events: food drive, book fair
- Send any updates that you want sent to room parents so can be consolidated into one email

**Enrichment: Katie Hilton & Sheetal Shah**

- November 16 author visit - Cynthia Lord has canceled, no virtual option, pushed to next year. Working with Muffy Pinney for other ideas, possible library card event.
- Educating Outside the Lines meeting - starting in person options in February
- Griffins Tale - in January

**DEI: Beth**

- Ramona DEI Events - met head of multicultural committee, Potluck event included different dishes with ingredients info and country of origin, huge turnout, cookbook, outdoors. Ramona also holds an International Day - January event with performers. School also has a teacher committee dedicated to DEI.
- McKenzie DEI rep - continuing to try to connect
- Letter prepared to share with teachers, survey

**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](#).