

Harper PTO Executive Board Meeting

Date: Wednesday, January 17, 9:30am

Location: Harper Elementary School

-Meeting called to order **9:37 Allison Soderstrom, Allison Achter, Tracy Fitzgerald, Danielle Slattery, Daniella Burnham, Erin , Mary Smith, and Jesse Schirmang**

-Motion to approve minutes from November meeting **Approved**

Reports:

1. President

a. [PTO Calendar for 23/24 School Year](#)

i. ***NEXT MONDAY* Jan 22 - Open Gym kicks off**

- 8 Mondays thru March (no 2/19), 6:30p - 8:00p **New for a lot of families so help with messaging**
- 30-35 people max, parents stay! **Daniela assist for people for first, bring your own kid (not a crew), only Harper students, not a drop off**
- Free admission/PTO funded: Mr. T facilitating for \$70 per session; Harper alum assisting at door for \$15/ session

ii. **Fri Jan 26 - General PTO Meeting, 9:30am at Harper** with guest speaker D39 Superintendent Dr. Cremascoli and update from Jackie and Melissa/Sharon with coffee and bites **(11:55am Early Release)**

- **Not taking questions ahead of time**

iii. **Wed Feb 14 - next PTO Exec Board Meeting at 9:30am at Harper**

b. 2024-2025 PTO Slate

- D will follow up via email in next couple of weeks, but please start to think about it and plan to confirm your plans for next year around Feb 1.
- Those rolling off, is there another exec position of interest?
- Those rolling up, recommendations for assistant VPs
- Any other volunteer recommendations

- **We need a new exec position- special events committee?**
- **How do other schools construct their exec**

c. iGNITE push in early Feb

- Jackie/D schoolwide email with midyear enrichment review/spring preview. Enrichment VPs send highlights?
 - **One more email w/ highlight reel (33k year to date)**
 - **Because so many families donated can we offer an additional high touch high tech experience or maker space activity**

2. VP Enrichment/Asst (Allison stepping out at 9:55am)

- Handout with list of enrichment activities bullet pointed**
- Anti bullying visit was great**
- Misericordia convo restarted**
- Feb is mindfulness (except 4th grade)**
- Additional high touch high tech if extra funds**

3. Principal/Assistant Principal (Jackie and Melissa arriving around 10am)

- a. **Anti Bullying BMX school activity HUGE hit (bring him back for sure)**
 - i. **Teachers had great convos with students after the fact**
 - b. **New MAP testing strategy w/ multiple adults in the room going well (active proctoring)**
 - i. **Increased focus**
 - c. **1st and 2nd grade pulled for benchmark testing**
 - d. **Carpool line**
 - i. **4 ppl outside monitoring**
 - ii. **K line is especially problematic**
 - iii. **People getting out of cars to help kids, too slow, kids not ready**
 - iv. **Standalone email to K**
 - e. **Recess changes (foundation teams)**
 - i. **Will roll out winter equipment**
 - ii. **Monica Brown made some videos to show kids**
 - f. **Foundation team taking on hallway transitions**
 - i. **Stopping points for line leaders**
 - ii. **Positive incentives for compliments (traveling dolphin stuffy is reward)**
 - iii. **Rolled out after MAP testing to kids**
 - g. **Sustainability to lunch room**
 - i. **Milk cartons not recyclable (landfill)**
 - ii. **Changing messaging to kids, new signage and teaching vids**
 - h. **Teacher peer observations**
 - i. **Number corner observations specifically (k and 4th grade level)**
 - ii. **Decodable training (k-2 training) observations as well**
 - iii. **Staff going to other buildings in the next two weeks (reading and math)**
 - 1. **Enrichment teachers and specialists also making observations at other schools**
 - iv. **Creating a culture around learning from each other**
 - i. **Indoor recess rotations**
 - i. **Choice day**
 - ii. **Choose gym, learning commons, or auditorium**
 - iii. **Every class gets a chance to choose in the week**
 - j. **More comms from teachers (monthly newsletter etc)**
 - i. **Can't require it but can continue to train and remind**
 - ii. **Increase comms at home**
4. **President Elect**
- a. **Membership Toolkit website**
 - i. **We currently use two websites**
 - ii. **Records donations on Membership Toolkit website**
 - 1. **Much easier for treasurer**
 - 2. **Catherine Tatlock run membership toolkit website Steph Lynn runs other**
 - 3. **Costs extra money to host both (a couple hundred a year)**
 - 4. **Expense forms available online with membership toolkit site**
 - 5. **Still could use Zelle**
 - b. **Garden irrigation/OG**

- i. **Applying for grant (Bailey)**
 - ii. **Proposal from Organic Gardner (irrigation system included \$850)**
 - c. Environmental
 - i. **Joey Feinstein Earth week assembly**
 - d. **Green Team**
 - i. **Speaker coming today to talk about sustainability**
 - ii. **Maddie Zelinsky (speech) is chairing**
 - e. TAW
 - f. Community Service
 - i. **Toy drive huge success for hospital**
 - ii. **Donation drive coming for share our spare,**
 - iii. **Early release can work to create care kits with items donated**
 - iv. **Bernie's Book Bank**
 - v. **Fill a heart outing**
 - g. Teacher appreciation team
 - i. **Trail mix bar for v day**
 - ii. **Teacher appreciation week**
 - iii. **Katie Colby free mindfulness session with teachers**
 - 5. Secretary
 - 6. Treasurer
 - a. Financials update (iGNITE, teacher holiday gift fund, etc)
 - i. **More info coming in Feb post midyear budget review**
 - ii. **Remind committees that we can reimburse people via zelle (much quicker)**
 - iii. **Real signature on check request forms required**
 - 7. VP iGNITE + Fundraising/Asst
 - a. **Harper Hangout (collecting fee dont need to run through PTO)**
 - b. **Meeting with Sheethal to finalize Fun Run**
 - i. **Company helping to run**
 - ii. **Finalize dates**
 - iii. **Auctioning off the art**
 - 8. VP Room Parents/Asst
 - 9. VP Communications
- Open Forum/Adjournment **10:36**