



**Longfellow PTO Meeting
Meeting Minutes
6:30pm, September 5, 2023
Virtual**

PTO meeting minutes 9/5/23 6:30-8:13pm CST

Attendees: (14)

1. Tree O'Connor-President
2. Kate Ernstrom-VP of Volunteer Engagement
3. Melissa O'Dell-Recording Secretary
4. Lisa Shea-Teacher Liaison
5. Deb Taylor-Admin
6. Dana Bynum-McMurry-Co-Treasurer
7. Gayle Rudman-Co-Treasurer
8. Angelie Oliveros-Co VP, Diversity
9. Shellie Thomas-Vice Principal
10. Chris Parente-PNO Chair
11. Pamela Simone-Co VP, Community
12. Sarah Enloe-VP, Communications
13. Claire Battle, VP, Enrichment
14. Danielle Zuhlke-Smith, Co VP, Community

I. Call to order.

6:32pm CST the meeting was called to order.

II. Principal and Staff Report

Shellie reported out on Amy Jefferson's first coffee with the principal for 2023-2024 school year. It was a really strong turnout with about 25 parents. We'd like to do even more publicity for coffee with the principal, like sending a text message out the night before to increase engagement. Sarah Enloe has 2 designs for signs and then we can get them printed. It was also suggested to do an announcement at 8am on the loud speaker to catch parents as they are dropping off their children.

Curriculum night is this week. It will encompass whole class updates, not individual to each student. For that information, parents can make appointments with the teachers if they'd like.

Right now the focus is on community building, especially the school culture and climate. Second Step takes place every Wednesday and Bear's Den is starting again. They are re-tooling Bear Necessities and having a logo design contest for each grade level.

PBIS is up and running.

Next week is Spirit Week.

Deb spoke about Field Trips. In the past, PTO used to pay for buses. Right now, the costs for Field trips are increasing. Teachers are asking if PTO will help to pay for 1-2 trips per grade level. Tree wants to come up with a plan, but right now we may be able to use Angel Funds to help individual students with Field Trip costs.

III.PNO updates

Chris indicated PNO will be on Oct 5th at Fitzgerald's. It will have more of a focus on socializing and community building rather than just fundraising. The venue outdoors can hold 250 people so the goal will be to sell 200 tickets at \$30 a person. This will include cash bar, bbq buffet and live music. The band will play till 9:30pm but the space will be available till midnight. Our responsibility is to spread the word and sell as many tickets as possible. We can speak with Lindsay Lucas-Kimm for ticketing assistance. Chris and Sarah will discuss communications and marketing for the event. This will also help generate volunteers to be on the planning committee. Claire and Angie have already indicated they will help Chris with the event. Gayle suggested we also figure out fundraising targets so that parents can donate and know where the money is going. We will do the art auction on a different day. Tree will speak with Jenny Raia. Perhaps we will do two PNOs per year, Fall and Spring.

IV. President updates/Misc updates

Tree indicated that the meetings in Oct, Dec, Feb and April will be in person, held in the school library.

She will be speaking with Amy Jefferson re: classroom liaisons.

Tree is giving the new social workers access to the spreadsheet for Angel Funds.

The School Toolbox sale occurred and we sold 101 boxes. We purchased 4 scholarship boxes per grade level. However, that may not be necessary. In the future, Deb suggested just getting 2 per grade level.

Annette is the new webmaster. On our website we'll have the donation link, google calendar and updated budget for 2023-2024.

Garden club wants to install signs or paint the plant beds. Sarah/Tree will talk to the District to see what is easier and allowed.

Gayle will take the lead on Dining for Dollars.

Rodgrio has expressed interest in being the Fun Run Chair. Tree will also connect with Molly Bob. Oct 13th is the event and we will use Betterworld as the platform and start the communications to the parents about the event. Pamela will do the paperwork to use the field.

Tree is working on the paperwork for the sound system and hopes to have it in time for the event.

Tree is going to look into using the HomeRun pizza giftcard for a teacher appreciation lunch. It was asked that there also be options for teachers and staff who have dietary restrictions, like gluten-free.

Tree asked for help around the teacher's lounge project. Angelie said she would assist. Danielle also has commercial contacts she can provide.

New family dinner is on Oct 11th. Danielle indicated that she is hopeful for a good turnout. 282 tickets were turned in for the Back to School picnic.

There was a solicitation to create a mindfulness curriculum. Deb said that this parent worked with one 5th grade class, but it was expensive.

The Chicago Wolves reached out for a community event. It could also be a fundraiser if we wanted. Tree is going to look for a Sunday afternoon to do it in 2024.

Ms. Tatro is starting a yearbook club with the 5th graders. Tree will reach out to Ms. Slater. A new email will be set up by PTO for yearbook and forwarded to Ms. Tatro.

Hispanic Heritage month is coming up. Shellie wanted to see if there was money allocated for Urban Gateways. Angelie said it is under the Diversity budget for \$500.

Claire indicated that ALL still needs more people to participate, but happily, Garden Club sold out.

V. Community Meeting

During the next community meeting we will review PING and approve the budget. The meeting will be on Sept 19th. Tree will create a slidedeck.

The next community meeting in January will have a speaker about Bright Start College Savings.

We also discussed the possibility of having the Be Smart Gun Safety presentation take place and it was brought up by Sara Bailey. Board members wanted to review the presentation and content before scheduling anything.

Upcoming topics for community meetings could include social media and how to monitor what young people are engaging with.

VI. Move to adjourn at 8:13pm CST.