

South Elementary School Parent Teacher Organization August 2020 Meeting Minutes

August 10, 2020, 6:00 pm virtual meeting via Zoom

Meeting called to order at 6:04 pm

Attendees:

Kristin Jares - Principal

Amanda M. - President

Jessica V. - Treasurer

Jen S - Secretary

Nicki B. - member, newly elected Secretary

Therese J. - Box Tops

Danielle - member

Erin D. - member

Donna - member

Opening Remarks and Introductions - Amanda

Welcome to the 2020-2021 school year!

Principal Report - Ms. Jares

Beginning of the year communication including remote learning supplies list went out via email today, 8/10. Family supply needs can be directed to Ms. Jares. Teachers have been updated on the parent portal as well. There may need to be some flexibility for teacher assignments as the beginning of the year progresses. Kindergarten and new family devices have arrived and pickups will be arranged early this week and next week. Getting ready for kindergarten kit will be sent home with the kindergarten devices. Virtual parent nights will be planned in the next few weeks by grade level for parents and teachers to communicate and answer questions. Teacher communication will go out on Friday with Zoom expectations and schedules. Additional materials for the younger grades is being developed and will be distributed in the future.

Staff changes: Mrs. Fritts (Kindergarten) has taken a new position in another district, and will be replaced by Mrs. Costas, the new health clerk is Mrs. Contreras-Toscano.

Permissive transfer letters have gone out and individual questions can be directed to Ms. Jares.

In person plans: ELC needs screenings are being done in person on an appointment basis. PPE, masks, face shields are provided and a barrier is in place.

Kindergarten and 1st grade assessments will be in person, 1 on 1. There will also be a zoom option alternative.

Social work, OT, PT, speech services will be arranged in person based on family comfort level.

President Update - Amanda

- Kinder Tees – PTO purchased 36 t-shirts at \$6/each. Should be ready no later than Wednesday to prepare to distribute with the technology and kindergarten kits. Additional t-shirts coming to cover additional students. New students will also receive shirts.
- Spirit Wear – Sales will take place twice this year, due in September and early/mid-March. Email will be sent out to families including pictures of spirit wear with an invitation to order. Spirit wear company also manufactures masks and these are being explored. Spirit wear designs and layouts are the same.
- Amazon Smiles Fundraiser/Metal Collection – Sign up for Amazon Smiles!! Information about purchases are completely confidential and no personal information about purchases is shared with the school. Every order donates to South school! A raffle or t-shirt incentive to sign up for Amazon Smiles to be explored. Reach out with questions on helping set up your account.
Metal collection – no cans used to drink from are currently being collected, but food cans, Lysol cans, metal parts, etc, are still being collected. Maine Scrap Metal is the vendor collecting the metal.
- Resource Flyer – will include information surrounding financial resources (utility assistance, etc) that may be helpful during this time. Suggestions and resources can be sent to Amanda via text or email at amandamor06@yahoo.com as soon as possible, to be published by the September 14th PTO meeting.
- Activity #1 – Kahoot app, available on the school issued iPads. Multiple choice trivia style game. Dates TBA.
- Activity #2 – Virtual Bingo. Website will be piloted and tested. Prizes will still be available, including PTO sponsored restaurant gift cards.
- Activity #3 – Virtual free movie night, PTO would purchase a movie and share it via Zoom in multiple groups to the school issued devices.
- Activity #4 – Magic show/science show/reptile show options all via Zoom, split up into 3 groups to handle volume.
- Activity #5 – Art lesson/music lesson/Park District activity also to be explored as potential activities.
- New ideas for virtual activities/virtual social opportunities:
 - Guess the room at South by taking a picture of a room and see if they can guess which room it is.
 - Virtual yoga
- Birthday book distribution alternatives – include the books in supply distribution
- Drive ‘n Share – alternative to Dine ‘n Share, starting with Charcoal Delights
- Vote on Secretary – Nicki Berry has been nominated for the next 3 year term as PTO Secretary. Results: unanimous virtual vote in favor.

Treasurer Update – Jessica

- Big thank you to our previous Treasurer Ray for all his hard work and dedication for South and the PTO!!
Looking into setting up Zelle/Chase QuickPay and PayPal to support contactless payment, Venmo was explored and they do not support non-profits and would charge for the usage.
New accounts have been setup and updated for the school year.

Box Top Coordinator-Therese

- Keep scanning those receipts on the app! Look for a link on the FaceBook page for more information.
- Updates/changes-Once receipts are scanned, click on the star that appears and the teacher can be specified. It will default to the first teachers name but can be updated by scan as needed. Potential prize may be a virtual dance party on Zoom.

Parent question: Do the rooms all have windows that open? Answer: yes with the exception of internal rooms which won't be used for student interactions.

Meeting adjourned 7:01 p.m.

Next Meeting: September 14, 2020 via Zoom

Minutes submitted by N. Berry, South School Secretary

South Elementary School Parent Teacher Organization September 2020 Meeting Minutes

September 14, 2020, 6:00 pm virtual meeting via Zoom

Meeting called to order at 6:03 pm

Attendees:

Kristin Jares - Principal
Amanda M. - President
Stephany S. - Vice President
Jessica V. - Treasurer
Nicki B. – Secretary
Katerina V. – School psychologist
Joan A. – Music and drama
Jenny M. – 5th grade
Therese J. - Box Tops
Dawn B. - member
Chelsea P. - member
Danielle - member
Donna - member
Kristi - member
Marie - member
Izzy - member

Opening Remarks and Introductions - Amanda

Welcome to new parents!

Principal Report - Ms. Jares

- Fast Bridge and math test assessments are almost complete. Assessments will be used to guide instruction.
- 1st and 2nd grade reading intervention assessments will be coming up as needed to determine additional supports.
- Conferences are being held October 8th from 2:00-8:00 pm and October 9th from 8:00 am-2:00 pm for 1st – 5th. Kindergarten classes have additional hours on October 7th from 9:00 am-3:00 pm. Online scheduling will be done via YouCanBookMe and will be going out on Monday via email. Conferences will be virtual via Zoom.
- A virtual author visit by Candice Fleming will be taking place on October 14th, paid for by the library. Both remote and in person student will be able to participate.
- Teachers are and continue to plan for in person learning.
- Parent questions:
 - Can you confirm teachers will be the same for remote and in person?*
 - Teachers will be the same for both remote and in person

Will South be purchasing air purifiers to ensure air safety?

The current renovated system (2008) is up to code and provides required filtration. Windows will be opened as well, weather depending.

Why is PE 2 days a week for 3rd graders, but 4 days a week for 4th and 5th graders? Is there a way to integrate more physical movement into the day?

Recess would be a good opportunity for further physical movement if in person, as well as connecting with the classroom teacher to further encourage physical movement as part of the remote learning school day.

What will happen if more students opt for in person than space allows?

Other spaces will be used in the school building in addition to the traditional classrooms.

President Update - Amanda

- Drive N' Share Tuesday 9/8 at Giuseppe's – South School's percentage is still being determined, and will be sent out with minutes when available.
- Room Parents and Parent Connection – Room parents are typically in charge of organizing celebrations, donating time and supplies, etc. This year there will be virtual parties that both remote and in-person students will participate in. Head parents will contact other room parents to participate in parties. Anyone interested in volunteering to be a head room parent or room parent can contact Amanda at amandamor06@yahoo.com
Parent Connection is a list of parents' contact information that will be shared with other participating parents to connect students together within their grade level. A list of suggestions on how to host 'virtual playdates' will also be provided to encourage building relationships between students.
- Virtual Halloween Class Parties – parties will be held the Friday before Halloween for 1st – 5th, and the Thursday before Halloween for Kindergarten. PTO will be providing fluffy slime giveaways for Halloween which will be included in the supply bags pickup that week. Strict sanitation precautions are taken during the preparation of these bags.
- Culver's Drive N' Share - Thursday 10/1 from 11 am-8pm. They extended hours to encourage maximum participation. Curbside pickup is being offered as well with a call ahead order.
- Spirit Wear – Due date Thursday 10/1. Order form is available via interactive link in the South School News sent by Ms Jares on Friday, September 11th. Orders will be taken from the existing stock and then new spirit wear orders placed. New pull over hoodies are now available! How to order: email or text order forms to Amanda. Forms of payment include PayPal (friend/family option), Zelle, Chase QuickPay, Visa, MasterCard, Discover, American Express, cash or check. Electronic payment highly encouraged. Order forms will be sent out again this week by Ms. Jares.
- Resource Flyer update – resources include food, housing, and insurance assistance, social services resources, Kid's Pantry information and school supply assistance. Any additional information or resources to be added can be sent to Amanda.

Box Top Coordinator-Therese

- Scan receipts due date: Saturday 10/31. Box Top receipts need to be scanned within 2 weeks before they expire. Occasionally the scan does not recognize the Box Top purchase, but can be input manually on the app. Online grocery purchases can now count towards earnings! Box Tops are being scanned and assigned to teachers on the website.

Virtual Scholastic Book Fair-Stephany

- Virtual fair will take place Thursday 11/19 - Wednesday 12/2. Free shipping on orders over \$25, shipped directly to families. 25% of purchases in scholastic dollars back to South on all purchases. Virtual fair tour will be available to view some of the books available. English/Spanish flyers will be provided by Scholastic. Orders are processed and ship within 2-3 days, plus shipping time. Scholastic is also providing online virtual tool kits and resources.
- Additional topic: is the PTO doing the \$5 PTO annual membership per family this year? Yes, will continue the \$5 PTO membership which is used for things like virtual parties, raffles, etc. Can be paid via the new electronic payment options. Any parent participants will be entered into a raffle for a spirit wear shirt! The form will be sent out for membership donations in conjunction with Room Parent and Parent Connection sign up from Ms. Jares later on this week.
- Additional topic: Any feedback on electronic communication is welcome to ensure it is most effective for our community.

Treasurer Update – Jessica

- New Payment options available this school year!
- PayPal, Zelle and Chase Quick Pay through the email: southelemschoolpto@gmail.com (Please do not email this address it is only used for payments). *For PayPal choose friends/family option so no fees are taken out.
- Visa, Mastercard, Discover and American Express are also accepted.
- Cash and Checks are accepted also. *Please do not drop cash or checks off at South School as we are trying to limit the number of people in the building. Please contact Amanda for payment with these. *Checks need to be made out to South School PTO.
- A big thank you to Ray for making the transition as smooth as possible for the school year!

Parent question:

How can school library books from last spring be returned?

Library books can be brought to supply pickup and dropped off at South.

Meeting adjourned 7:07 p.m.

Next Meeting: October 13, 2020 via Zoom

Minutes submitted by N. Berry, South School Secretary

South Elementary School Parent Teacher Organization October 2020 Meeting Minutes

October 12, 2020, 6:00 pm virtual meeting via Zoom

Meeting called to order at 6:04 pm

Attendees:

Kristin Jares - Principal
Amanda M. - President
Jessica V. - Treasurer
Nicki B. - Secretary
Hailey Keefe - 1st grade
Sonia Sanghrajka (Ms Ching) - ELL Resource
Jen - member
Dawn - member
Chelsea - member
Danielle - member
Donna - member
Kristi - member

Opening Remarks and Introductions - Amanda

- For those to prefer to have the minutes sooner than the next meeting agenda, contact Amanda and they can be sent directly a few days after the meeting.

Principal Report - Ms. Jares

- So Student Focused awards where teachers nominate students for self-improvement are still being awarded. Pictures are not being done at this time, but letters and certificates will go home and teachers will announce students at the morning meetings.
- Thank you to parents for connecting via conferences!
- Kindergarten and 1st grade resumed in-person on Sept 30th. Self-certification and rolling entrances has been going smoothly thus far. Sound has been a challenge with students on Zoom but is being navigated and improving daily.
- Second and 3rd grades return to in-person tomorrow, October 14th. Parents should park and walk students to the entrance door, which will be the same as the exiting door. Self-certification begins and will be emailed daily. When answering the self-certification, mark "YES" if statement is true. For example, if the student does NOT have COVID symptoms, the answer will be "YES" to the statement "My student is NOT exhibiting COVID symptoms". When kids are released for the day they will be on socially distanced dots. Parents should leave space around the pickup area to maintain distance.
- Fourth and 5th grades return on October 21st. Will be entering and exiting at the traditional door.
- DPPL is sponsoring author Candace Flemming's virtual visit via Zoom tomorrow, October 14th. She is a returning author to South.
- Third grade COGAT cognitive abilities tests are the week of October 19th and October 26th. In person students will test in school, remote students will be invited to come to South to test.

- Materials pickup time will be moved to 3:45-5:45 on Tuesdays beginning the week of the 26th. Individual pickups will be scheduled as needed.

President Update - Amanda

- Drive N' Share Giuseppe's update – \$60 earned from the September Giuseppe's drive and share
- Spirit Wear Sale – Extended through today, October 13th. PayPal, Zelle, Chase QuickPay, credit/debit cards, cash or check. Electronic payments preferred.
- Culver's Drive N' Share update -- \$55 earned, check should be received next week. Side note: Most Drive N' Share vendor participants have expanded hours to accommodate the current climate.
- Membership Contribution – \$5 optional donation that goes to classroom parties, kindergarten t-shirts, etc. There will be two raffles for those who contribute the \$5, one for staff and teachers and another for parents and families. Winners will receive their choice of 1 spirit wear t-shirt, either black and white tie dye or red. Deadline to submit membership for the raffle is midnight November 2nd and raffle will to be immediately following. The raffle winner will be posted on FaceBook. Members may also be displayed on either Padlet, Bookgrid, etc in lieu of being posted in the school hallways.
- Resource Flyer Update – A wide variety of resources are included, from mortgage assistance to playdate ideas. The packet is complete and translated, and will be approved by Ms. Jares shortly and then sent out to the South community.
- Room Parents and Parent Connection update – the parent connection lists will be distributed shortly with the resource flyer packet.

Parent question: *Can the blog be available grade wide as a social outlet and to limit the amount of parent notifications through SeeSaw Family?*

Ms. Jares – I will have a conversation with staff about offering this option, as of now it is a teachers choice as to whether the blog is offered.

- Virtual Halloween Class Parties – Teachers will send the virtual link to the party to the head room parent, who will send it to participating volunteer parents. Giveaways, goodie bags, etc. go through Amanda to be prepped and included with the supply pick up the week before Halloween. Deadline to get these giveaways to Amanda is October 19th/20th. Parents who participate in virtual Zoom parties as volunteers must have their volunteer forms in. In lieu of allotting funds to the head parent for party supplies the PTO put together a goodie bag for each student. Halloween parties for Kindergarten are Thursday the 29th, 1st-5th grades are Friday the 30th. Times will be sent to the head parents shortly. Costumes are encouraged! Parties will be 1 hour long. Any feedback is appreciated to improve the holiday parties!
- Staff/Teacher birthday gifts – PTO provides annual birthday gifts to staff and teachers. This year will be "Zoom mugs" made by the PTO. August, September, October gifts went out last week!
- Next Drive N' Share at Little Angelo's – 11/5/20 – 11/6/20 from 10:00 a.m. – 3:00 a.m. (yes in the morning!) Information went out in the South School news. The flyer is included via an interactive link in the PTO portion of the newsletter. Due to COVID, they are expanding and doing delivery in addition to pick up and dine-in. When you call in an order inform them it is for the South School PTO and request a duplicate receipt for the box on the counter. Staff at Angelos will put it in the box for carry out and delivery, dine-in the customer will put it in the box when they receive their receipt.
- Shop Smile.Amazon.com for Amazon Prime days on 10/13 and 10/14 – Prime days is a great time to participate in Amazon Smiles! Register South School as the recipient charity in order for South to

receive a 0.5% percentage of sales! Questions on how to register South School can be directed to Amanda for assistance. The last check was \$36!

- Activity #1-Free Movie Night 11/19 at 6:00pm – movie will be playing through Zoom. Movie ideas are welcome! Parent Movie suggestion: The Croods

Box Top Coordinator-Amanda

- Scan receipts due date: Saturday 10/31. Scanning needs to be done within 2 weeks of receipt date. Prizes by teacher can still be earned! Choose the teacher to have the earning credited to each class. Be sure to change the teacher for each separate class you want to attribute points to!

Virtual Scholastic Book Fair-Amanda

- Virtual fair will take place Thursday 11/19 - Wednesday 12/2. Original version of online virtual book fair virtual tour was not user friendly, and is being re-evaluated. Flyers are also an option to go out. Ewallet payment options are still going to be able to be used for the online book fair. Another idea for students to pay electronically is to purchase a Visa/Mastercard/etc gift card to be used online.
- Birthday Books – PTO typically purchases birthday books for each student who would then receive the book at the office. This year the classroom teachers will receive the bundle of books to be distributed in the supply bag pickup all at the same time. Books will be going home in November. \$500 approved for birthday books for the next school year. May go through the classroom teachers to secure lesser expensive books and earn free books for the classroom teachers.

Treasurer Update – Jessica

- No upcoming activities to be paid out. Reminder of the available payment options: PayPal, Zelle, Chase QuickPay, credit/debit cards, cash or check. Membership and spirit wear pending and should have updates available next meeting.

New Business/Additional Notes

- National Principal Month gift card sent out to Ms. Jares today! A big thank you for all that you do and the long hours you put in!!
- Room parties – Reminder of Head Parent virtual meeting next Wednesday at 6:00.
Parent Question: *Is there a limit of volunteer parents who can attend?*
Answer: Ideally limit the number of volunteer parents to 3 to limit too much traffic/noise on zoom.
- Remind app – there have been some technical difficulties on receiving duplicate messages. If this is the case, please contact Amanda so she can rectify this with the Remind app vendor. Participating families should typically receive two messages, one in English and one in Spanish. There is the capability to choose whether you want to receive emails, text messages, etc.

Meeting adjourned 7:12 p.m.

Next Meeting: November 9, 2020 via Zoom

Minutes submitted by N. Berry, South School Secretary

South Elementary School Parent Teacher Organization November 2020 Meeting Minutes

November 9, 2020, 6:00 pm virtual meeting via Zoom

Meeting called to order at 6:07 pm

Attendees:

Kristin Jares – Principal
Amanda M. – President
Stephany S. – Vice President
Jessica V. – Treasurer
Nicki B. – Secretary
Therese J. – Box Top Coordinator
Kaylen Zarembski – 1st grade
Lauren Hodes – ELL Resource
Michele Threlkeld – 2nd grade
Angela – member
Danielle – member
Kristi – member

Opening Remarks and Introductions - Amanda

Principal Report - Ms. Jares

- Author Eric Litwin will have a recorded presentation on Nov 20th in partnership with DPPL.
- 3rd grade COGATE testing is completed.
- Winter benchmarks for 3rd, 4th and 5th grades and MAP Fastbridge testing for Kindergarten, 1st and 2nd grades are coming up. Students will be tested in the manner they are attending school.
- Between March and May the state had waived emergency drill requirements. The requirements are back into effect. Socially distanced fire and tornado drills took place last week, and tomorrow will be the lockdown drill. Four fire, two tornado and two lockdown drills are required each year.
- Supply pickup tomorrow, November 10th. Alternative arrangements can be made through the office if needed.
- Dec 1st, 15th and Jan 12th are the next scheduled supply pickups.
- No school Nov. 16th, teacher planning day.
- Report cards will be emailed next Friday, November 20th.
- At the last BOE meeting the board approved remote learning days in lieu of emergency days.

President Update - Amanda

- Little Angelo's Drive N' Share update – earnings to be reported soon. Local businesses such as Little Angelo's are appreciative of the partnership with South School to bring in business during this time!
- Wendy's Drive N' Share – Thursday 12/3 Breakfast until Close! Hours have been extended for this drive n' share as well. Will possibly be able to go into the dining room depending on state guidelines, the drive thru will be open.

- Virtual Halloween class parties update – A head parent meeting was held to go over what went well and challenges of the first virtual Halloween parties. Co-hosting the zoom meeting with the teachers was successful. It is encouraged that the teacher hold in person student goodie bags until the day of the party so they can have them when they need them. Including a motion activity to get the students moving works well. Over planning for the time in the case the activities move more quickly than expected is recommended, some classes ran out of activities to fill the hour.
- Spirit wear update – spirit wear orders are being distributed in person and with supply pickup this week.
- Birthday books – books have been dropped off to South for students. Typically students get to choose their own books, but this round was chosen by the PTO. Remote students have their books included in their supply bags this week, and in person students will receive theirs in class. Teachers were given the option of having the PTO purchase birthday books via their classroom to contribute towards book points for free books for their classrooms.
- Virtual Free movie night – Thursday 11/19 at 6pm. The movie, Onward, will take place via Zoom. The Zoom link will be shared via SeeSaw.
- Holiday parties – Friday 12/18. Times are being determined and will be distributed to the head room parents once they are received. Teachers will be emailed with the room parent attendee information.

Holiday Ornaments Craft Chair-Dawn (Amanda)

- Holiday Tree Ornament flyers (red) and ornaments will be going out with supply pickup this week. In person students will receive ornaments later this week. Ornaments can be decorated any way a student wishes and there is no particular theme or design criteria this year. Once the ornaments are decorated, remote students can return them to South with the December 1st supply pickup. If the ornaments cannot be returned with the December 1st pick up, they can be returned to Dawn no later than December 8th (see flyer for address).

Box Top Coordinator-Therese Johnston

- Classroom contest winners for Box Tops ending in October are: 1st place Ms. Threlkeld's 2nd grade class, 2nd place Ms. Meister's 5th grade class, and 3rd place Mr. Ranard's 2nd grade class. Congratulations!
- Approx \$28.90 was earned for the PTO for the fall drive. Numbers were a little lower than usual. Planning on increasing marketing for March drive.
- Physically clipped Box Tops were not accepted for the drive in the fall, but for the March Box Tops drive clippings will be accepted after they have been quarantined. Box Top clippings can also be sent directly to Box Tops for Education. To do this, login to the Box Tops account to find the information in the help section under your account on how to send the clipping in. There is a form that is printed and mailed in with the clippings. Clipped Box Tops sent directly to Box Tops for Education must be post marked no later than March 1st.
- Vendors such as Amazon Fresh and Instacart with eligible items may also get credited by contacting customer service.

Membership/Book Fair-Stephany Salinas

- Virtual book fair – Thursday November 18th – December 2nd. PTO will receive 25% of scholastic dollars. Families are eligible for free shipping to their home with a minimum purchase of \$25.
- Scholastic flyers will be emailed, posted on FaceBook, and sent through the Remind app. Debit and credit cards are taken online, but if families would like the option of cash their transaction will be facilitated through Stephany or Amanda.
- Scholastic teacher wish lists are on the South School Facebook page!
- \$5 membership contribution drive extended to Monday, 11/16! We will announce the raffle winner of the tee on Tuesday, 11/17! One family winner and one teacher winner will be pulled on the 17th to win their choice of t-shirt.

Treasurer Update – Jessica

- Expenditures are exceeding our profits, as expected due to lack of traditional fundraising opportunities. Virtual fundraiser possibilities are being explored for the spring and suggestions are appreciated.
- Spirit wear – profit of \$376
- Drive N’ Share - profit of \$97.25 from Culvers and Giuseppe’s
- Halloween party - expenditure of \$200 for slime gifts
- Scholastic birthday book for next year – expenditure of \$513
- Contribution Drive/PTO Membership – profit of \$95
- Holiday Ornaments – expenditure of \$61.65
- Total Expenses for the year thus far \$1350, total profits \$597

New Business/Additional Notes

- If anyone would like the minutes emailed before the next month’s agenda is distributed contact Amanda
- Thank you card from Ms. Jares shared for principals month
- Parent question: *What is the best way to distribute holiday thank you’s and gifts to teachers?*
Ms. Jares: Email or including with supply drop off collection are both options.
- Please be sure to visit the PTO section of the South School News with clickable information for flyers and forms. Facebook and the Remind app are also great resources for PTO information!

Meeting adjourned 7:03 p.m.

Next Meeting: December 7, 2020 via Zoom

Minutes submitted by N. Berry, South School Secretary

South Elementary School Parent Teacher Organization January 2021 Meeting Minutes

January 11, 2021, 6:00 pm virtual meeting via Zoom

Meeting called to order at 6:02 pm

Attendees:

Kristin Jares – Principal
Amanda M. – President
Stephany S. – Vice President
Jessica V. – Treasurer
Nicki B. – Secretary
Therese J. – Box Top Coordinator
Maria Simirica – 3rd grade ELL Resource
Jennifer O'Shinski – 4th grade
Danielle – member
Kristi – member
Jacqueline – member

Opening Remarks and Introductions - Amanda

Principal Report - Ms. Jares

- Students who opted to do in-person learning return January 19th. District and South school letters will go out to these families outlining information and safety procedures. A call will come from the South School office to families new to in-person to go over the transition. A few new procedures from the last in-person session include:
 - Lockers will be used for 1st and 3rd grade students for outdoor gear. More lockers will be utilized depending on grade needs. Backpacks will still be coming into the classrooms. Lockers will be color coordinated for alternating groups and spaced 6 feet apart.
 - Recess will take place either on the playground or the blacktop depending on the available winter gear for the class. Typically students would be able to utilize the entire outdoor space, but distancing and supervision necessitate separate groups. Indoor recess will be set up and indoor space will be utilized as needed.
- MAP reports and progress reports to 4th and 5th went out digitally on Friday due to no supply pickup this week for those grades. Lower grade students who will be receiving progress reports will have hard copies included in supply pickup.
- Material bag pickup tomorrow, January 11th from 3:45 – 5:45 pm.
- The Climate Control committee is hosting a scavenger hunt this week. Links will be posted by Mr. O'Donnell in the specials folder in Seesaw.
 - 1st and 2nd is Thursday at 12:15
 - 3rd-5th is Friday at 12:15
- No school on January 18th for MLK Day and January 28th for a pandemic planning day/PD day for teachers
- Kindergarten registration will be online this year. Both new kindergarten registration and enrollment will begin February 2nd. Kindergarten registration is a two part process. First, online registration is

completed by February 12th. Then, an appointment is made with the front office for the in-person component which consists of providing residency documents, health forms, and a birth certificate. In person appointments will be February 12th – March 12th.

President Update - Amanda

- Wendy's Drive N' Share Update – total \$205.24 sold, \$61.57 earned for South
- Charcoal Delights Drive N' Share – Thank you to everyone who participated! Totals to be forthcoming.
- Virtual Holiday Parties Update – Holidays parties went overall better than the Halloween parties. A lot of positive feedback from teachers and parents. Request by teachers to provide an extra bag of materials for either teachers to use to help students troubleshoot or ensure any new students have materials.
- Valentine's Pencil Gram – Alternative for the carnation fundraiser typically done for Valentine's Day. K – 3rd grades will receive a flyer/order form in their material bags on January 12th. 4th and 5th grades will get the order form emailed. If you run out of lines on the order form feel free to use a separate piece of paper or reach out to Amanda or Jacqueline for more order forms. Contact information is on the initial form. Orders will include a pencil and a card. Forms need to be filled out with a sender, recipient, category, and teacher. **BE SURE TO FILL OUT THE TEACHER TO ENSURE DELIVERY.** There are two types of orders, each order comes with a card and a pencil. For \$1/pencil students can choose from a category of cards out of 3 options. For \$2/pencil students can choose a specific upgraded card. Pencil grams will go out in the supply pickup bag on 2/9 along with applicable materials for the social. In person students will receive pencils and cards on 2/11. Orders are due 1/26.
- Virtual Event 2 – Thursday 1/14: Kahoot Trivia Night!
 - K-1st Grade: 6:00 to 6:25 pm Disney Theme (2 answer options instead of 4. Questions will be read aloud)
 - 2nd-3rd Grade: 6:35-7:00 pm Superhero and Villains Theme
 - 4th-5th Grade: 7:10-7:35 pm Fast Food and Fortnite Theme (4 answer options)Be sure to arrive on time, the event will begin promptly.
Winners will receive a spy pen!
- McDonald's Drive N' Share – Tuesday 2/9 10:30 am – 8:00 pm. Teachers/staff will be unable to participate this year. Families can participate by verbalizing the order is for South School, showing them the flyer virtually, or showing them a print out of the flyer.
- Valentine's Social – Thursday 2/11, last day of school that week. Times are TBD. This event will be geared towards more socializing and less independent structured activities. Remote students will receive materials on Feb 9th along with the pencil grams.
- Family Resource Packet – Updated packet has been translated and distributed. Any additional resources can be added as new resource information becomes available. The packet will be turned into a google link so it can be accessed by the same link as it is updated. There is a need in the South School Community for support resources during this time, a big thank you to Amanda for starting this resource!

Box Top Coordinator-Therese/Amanda

- Keep turning those Box Tops in! Last count for the school year is Fri 2/26 and will be the last contest of the school year. Class prize winners have participated in activities such as crazy hair day, silly clothes, drawing activities and more!
- Online orders through vendors such as AmazonFresh, Target and Instacart can be submitted for Box Tops! If there is no receipt, like Amazon Fresh, a photo of the physical food can be notated showing the eligible item, and emailed in using the email associated with the account. Physical BoxTops can be given to Amanda to be passed to Therese.

Virtual Book Fair-Stephany

- The two week online book fair brought in \$325.54 in total sales, 7 orders total. South received \$81.37 in Scholastic dollars, bringing the total in Scholastic dollars to \$97.47.
- Another online book fair or drive through book fair could take place this Spring. A drive thru book fair consists of purchasing book packages online, and receiving them in a drive thru style. Packages are divided by grade levels (K-2, 3rd – 5th and 6th – 8th) and come in packs of 3-4 books for \$20 and 6-7 books for \$39.99, plus tax. Books come in a carry tote and are delivered by a mascot, Clifford! South would receive 25% back in scholastic dollars, and a magazine incentive similar to an in person book fair as well. See included sheet for more information.

Fundraiser Co-Chairs – Kristi and Jacqueline

- Potential fundraiser ideas:
 - Krispy Kreme Digital Dozens – a voucher is emailed for a dozen donuts, sold at \$10 each, which can be used in any restaurant or drive thru. Closest Krispy Kreme is Elk Grove Village. South receives 50% of proceeds. No shipping fee.
 - ✓ PTO feedback: some concerns on dietary restrictions and distance of closest vendor
 - Popcornopolis –products range from \$15 - \$50. South receives 50% of proceeds. Free shipping directly to purchaser, no fees, no minimum. Can run for 1 week, 2 weeks or 30 days.
 - ✓ PTO feedback: some concerns on dietary restrictions
 - Coca-Cola – similar to BoxTops, codes are entered online and a South receives a percentage. No fees. Can run all year long and funds are received by South quarterly.
 - ✓ PTO feedback: approved to begin immediately!
 - Gift card fundraiser – gift cards are purchased for a variety of vendors. Includes fees and shipping.
 - ✓ PTO feedback: there may be resources without fees that could be researched. A good way to utilize this fundraiser is to purchase gift cards for planned purchases such as Drive n' Shares!
 - Read-a-thon – a sponsorship fundraiser where students are sponsored for a dollar amount per book read. Minimum to sponsor is \$10. Can run up to 2 weeks.
 - ✓ PTO feedback: potential for connecting a read-a-thon with a literacy themed event or reading contest. Could reach out to the reading committee and teachers to spur idea for a potential event in conjunction with a read a thon.
- Next step is to choose a fundraiser with a March goal in mind.

Meeting adjourned 7:02 p.m.

Next Meeting: February 8th, 2021 via Zoom

Minutes submitted by N. Berry, South School Secretary

South Elementary School Parent Teacher Organization February 2021 Meeting Minutes

February 8, 2021, 6:00 pm virtual meeting via Zoom

Meeting called to order at 6:06 pm

Attendees:

Kristin Jares – Principal

Amanda M. – President

Stephany S. – Vice President

Jessica V. – Treasurer

Nicki B. – Secretary

Therese J. – Box Top Chair

Kristi – Fundraiser Co-Chair

Danielle – Teacher Appreciation and Holiday Chair 2021-2022

Angela – member

Donna – member

Opening Remarks and Introductions - Amanda

Principal Report - Ms. Jares

- Registration is open for all students, both returning and new. Returning family registration is all online. Payment can be submitted now or by next year. New families (kindergarten and new to South) have a two part process of both online and in person by appointment to submit documentation (birth certificate, health forms, residency, home language survey).
- Conferences begin this upcoming Friday. Hours are 9:00-3:30 with a break from 12:00-1:00. Teachers will send families links for the zoom session. Kindergarten conferences are currently full. If you would like to schedule a conference for a full grade, reach out to the teacher to arrange alternative times.
- Calendar changes: February 22nd is now a teacher plan day to accommodate second dose COVID vaccinations for teachers. February 24th was previously a half day, and is now in session for the full day. March 1st is now a late start half day, previously a full school day.
- Upcoming material pickups for remote learners are Feb 23rd and March 9nd from 3:45 – 5:45.
- Families who elected to begin in-person for the trimester will begin on March 2nd.
- Report cards will be emailed out March 5th. Students with IEPs will also receive goal updates at that time.
- The 5Essentials survey, which is open February 3 – April 2nd, is being completed. Participation in the survey is one of the accountability pieces the states uses in addition to things like attendance, etc. Please complete the survey! Teachers will also share the link during conferences. In the past families were encouraged to complete the survey at conferences in person. It is helpful if every parent listed in the household fills out the survey. A survey should be filled out based on number of parents, so if one there are two parents with a student at South, then there would be two surveys completed.
<http://survey.5-essentials.org/illinois/survey/parent/>
- Staff is doing a food drive for the month of February beginning this week! Families who would like to contribute can bring food to a box located in the vestibule. There will also be a box for food donations available on the 23rd.

President Update - Amanda

- Valentine's Pencil Grams – will go home on 2/9 for remote students in the material bag pickup and 2/11 for in-person students. Thank you to Kristi and Jacqueline for putting this together! Profit of \$485, which is more than the typical carnation sales. PTO purchased pencil grams for any students who did not have one sent to them. A big thank you to all participants!!
- Virtual Valentine Socials – socials are on 2/11. Thank you head parents for planning! The goal of this event is to be less task oriented and encourage more social interaction. There was good turnout at the head parent meeting and a lot of good ideas for this event! An extra materials bag was sent for each class to accommodate new students or teachers facilitating the event.
- Virtual Bingo Night – orders and money are due 2/9, bingo materials go home 2/23, bingo game is 3/3, and arrangements to receive prizes will be made after the event. Text message reminders were sent out reminding families of the event. The dates to submit orders and payment are early to coincide with material pickup dates. Orders can be sent electronically to Amanda, turned in at material pickup on 2/9, or sent to school in person with the student on 2/9. Prizes include Charcoal Delights and Little Angelo's gift cards for adults, and student prizes and experiences. If you need to make alternative arrangements to submit orders and payment, contact Amanda. Bingo game materials will be sent home with in person students, or included in the materials bag for pickup on 2/23. Bingo will be done via Zoom, and a link will be sent out to the participating families.
- McDonald's McDrive Thru – 2/9. Hours are 10:30 a.m. – 8:00 p.m. Just mention South School for the order! No flyer required. As with the previous drive n' share events this year, teachers and staff will not be attending this event.
- Box Tops – clip-able are due 2/12 and scan-able due by 2/28. Clip-able box tops will say they are valued at \$0.10, otherwise they are scan-able box tops. If you have box tops that you would like to be picked up, contact Therese. Contact information is listed on the Box Tops flyer. Although not listed on the Box Tops app instructions, qualifying purchases through AmazonFresh and Instacart are also accepted via electronic submission!
- Spring Fundraiser – Dutch Farms Bulbs forms go home 2/23. Order forms and money due 3/9. Two ways to submit orders for bulbs: 1.) Fill out the order form by hand and submit it to South via materials pickup (dates to be announced) and PTO will submit the orders. These orders have no shipping and are tax free. PTO would divide the orders by classroom/student. If there is a minimum of 25 orders for a classroom, the bulbs are separated by teacher by the company. 2.) Submit an order via the link and order directly. Out of state orders are also accepted! Orders are directly shipped to the purchaser. Shipping is applicable, and varies depending on the amount of bulbs purchased. 25+ sets of bulbs are free shipping. South receives 50% of all bulb purchases. Each set of bulbs are \$10/pack. Number of bulbs in a pack varies, and are all perennials. Brochure outlines the growing requirements for each bulb type. If enough bulbs are sold, South will receive 2000 tulip bulbs!! Links will be shared on the FB page to share as well.
- Coca-Cola Rewards – no due dates! Families can go to the Coca-Cola rewards link and key in the rewards under South School. If you have a large quantity of codes and would like to turn in the codes to be submitted online, contact Jacqueline directly and she will key them in! Includes any Coca-Cola products such as Dasani water, Fanta, etc. 2 liters will have the code inside the cap, products in a cardboard box will have the code inside the box. See also the flyer included with this month's agenda.

- Buona Beef Drive N' Share – 3/4. Online orders will NOT count for this event. Call in orders and drive thru orders do quality. Just mention South School or show them the flyer!
- Scholastic Drive Through Book Fair (Stephany) – Drive through book fair on 4/27 during materials pickup from 3:45-6:45.
 - There will be both bundles and individual books available for purchase. Bundles are grouped by K-2, 3-5 and middle school. Book bundles are at a discounted rate and include two options: 4 books for \$22-23 and 4-6 books for \$42-43, including tax. Bundle includes a bookmark, tote bag, and invisible ink pen. A list of included books in the bundle will be in the magazine going home.
 - Individual books will be available to purchase. Books can be preordered and purchased on site. On site purchases will have 10% tax. There will be one book fair shelf available at the event to purchase loose books. Please note you will not be able to exit your vehicle to browse the event. The books sold individually in the flyer will be available on site. Scholastic staff will be handling the books purchased individually. Individual books can also be shipped directly to your home. Free shipping for orders over \$25.
 - If you are writing a check for purchases the day of the event, please make the check out to South School PTO.
 - A magazine and preorder form will be sent home in advance on either 3/16 or 3/30. Preordering is encouraged and will make pickup more streamlined for this event. Due April 13th and can be returned with material pickup.
 - Teachers are tax exempt. In addition to a wish list, an E-Wallet is available for teachers to setup and share with students and families for families who would like to contribute to teachers to purchase books for the classroom. Unused funds will be made into a gift card for future use for the teachers.
 - South receives 25% back in Scholastic Dollars. Since this is an in person book fair, South receives an incentive! In the past, we have chosen a basket of books to raffle. This year, each person who makes a purchase will have their name submitted for the book raffle.
 - Unfortunately due to COVID concerns Clifford the Mascot will be unable to participate in this event.
 - A box of promotional materials will be delivered to South the 1st week of March.
 - Book truck will arrive at 2:45. 2-3 volunteers will be needed to help run book bundles on that night. Angela has volunteered.
- Read-A-Thon – Order forms go home 3/30, money and sponsor forms due 4/27. Prizes will go home after 4/27. Students will read a number of minutes, varying by grade level based on teacher recommendation, and obtain sponsors. Each grade will receive the grade specific version of the flyer. Families can collect sponsors (family, friends, etc) to donate to the student in support of their reading goal. Sponsors can donate any amount of their choice! Every student who participates will receive a bookmark, and 1st, 2nd, and 3rd place winners for each classroom will receive an extra gift. An extra special addition will be announced soon!
- Spirit Wear – order forms go home 3/30, order forms and money due 4/13. Please note 4/13 is not a material bag pickup! Electronic payments are accepted, as well as credit card, cash or check. The same offerings will be available as last year. Kindergarten tees for 2021-2022 and 5th grade special t-shirts will also be included in the order. Existing stock will be used and the new order will be placed for additional orders.
- Thank you to our 2021-2022 Teacher Appreciation and Holiday Tree ornament Chair - Danielle!

- Thank you wishes and notes shared:
 - Typically the PTO provides the office a holiday lunch. This year the PTO sent individual pizza slices to the office and custodial staff.
 - A big thank you to Jennifer Abraham, designer of slime labels, birthday book labels, gift designs and more for the PTO!
 - A big thank you from Mrs. Oshinski for the birthday mug to greet her after the adaptive pause!

Meeting adjourned 7:15 p.m.

Next Meeting: March 8, 2021 via Zoom

Minutes submitted by N. Berry, South School Secretary

Addendum by Amanda, PTO President

I am hoping we can get a few more chairs started!

1. Metal/Cords Collection Chair (they would pickup metal/cords from me, check the vestibule for any in the bin at school which would need to be scheduled and take to the metal collection place).
2. Support Gifts Chair (Newspaper Club, Student Council, 5th grade parents who are no longer going to be with us, Kindergarten, etc).
3. Website Communications Chair (Trying to bring a free website back. Will need to be in charge of updating).

South Elementary School Parent Teacher Organization March 2021 Meeting Minutes

March 8, 2021, 6:00 pm virtual meeting via Zoom

Meeting called to order at 6:05 pm

Attendees:

Kristin Jares – Principal

Amanda M. – President

Stephany S. – Vice President

Jessica V. – Treasurer

Nicki B. – Secretary

Kristi – Fundraiser Co-Chair

Danielle – Teacher Appreciation and Holiday Chair 2021-2022

Dawn – Current Teacher Appreciation and Holiday Chair

Jacqueline – Fundraiser Co-Chair

Opening Remarks and Introductions – Amanda

Thank you everyone for your attendance, participation and hard work during this busy time!

Principal Report - Ms. Jares

- Lockdown and tornado drills have been done within the last few weeks, fire and bus evacuation drills are upcoming. Teachers are aware of the drill schedules to facilitate remote students' zoom schedule changes if necessary.
- Report cards were emailed to families on 3/5.
- Registration is open for all families, both returning and new families. Returning students have a one-step online registration process. New families have both an online component and in person component to submit documentation. Once registered, registration fees can be paid at a later date before the next school year.
- Material pickups tomorrow, March 9th and Tuesday, March 30th after spring break.
- Jim Jones author visit on March 12th.
- Picture day is March 16th. In person student pictures will be done during the school day in 15 minute increments. AM kindergarten pictures are at 11:00 a.m., PM kindergarten pictures are at 1:00. Remote families can sign up for a time slot to come in after school for pictures. Students will be given a health screening and escorted into the building by a staff member. Students waiting for pictures stand at a 6 foot distance until their picture is taken. Parents and caregivers do not enter the building.
- Spring Break is March 22nd – March 26th. Dr. Hertel sent out a correspondence regarding health and safety during this break. Quarantine is not required after travel but health and safety protocols are strongly encouraged.
- No School dates: full day on April 2nd, half day on April 6th (morning is remote, afternoon is no school).
- State testing begins after Spring Break.

President Update - Amanda

- Drive N' Share for McDrive Thru Night at McDonalds – \$2,000 in food sold, so South received \$200!!
- Dutch Mill Bulb Fundraiser Update (Kristi) – A reminder call went out today to families. The due date for orders is tomorrow, March 9th. Total of \$430 in sales as of today, which will bring \$215 in to South. Some questions are pending for the vender, including whether the plants are toxic to cats.
- Bingo update – thank you Stephany and Jessica for your support! Bingo overall went well and families had fun! Possible improvement includes showing a picture of the prizes so winners can choose more quickly. In person students get their prizes and certificates tomorrow, March 9th, in class, and remote students will receive theirs in supply pickup. Teachers and office staff have been notified to expect prizes to go home to the winners.
- Jim Jones Author Visit and signed book sales – 3/12! You can still purchase signed books! Jim 'Basketball' Jones will also be participating in a virtual assembly in May. Jim Jones' books have positive messages to introduce students and families to a growth mindset and overcoming obstacles. A video previewing the books can be found on the FaceBook page as well. PTO purchased 80 signed books. Any unpurchased books can be returned at no loss after the event. Currently 18 books have been purchased. A robo call will go out to families next week to remind families of the opportunity to purchase the book before the visit. Approximately 20 questions have been prepared for Mr. Jones if audience participation is slow. All the students will be attending the visit during the same period.
- Coco-Cola Rewards (Jacqueline) – No codes have been received yet, but ~\$3-\$4 in donations have been submitted online!
- Buona Beef Drive N'Share update – Totals will be forthcoming!
- Scholastic Book Fair Drive Through (Stephany) – 4/27. Helpers are needed! Tuesday, April 27th in conjunction with material pickup. The flyer will be sent home on March 30th, with a due date of April 13th for payment. Different bundles books grouped by K-2, 3-5 and middle school. These can be pre-purchased before the event. Bundles will be available to purchase on site, but pre-purchase is encouraged to limit traffic. Detailed information on purchasing is outlined in the February 8th meeting minutes. The PTO has purchased a courtesy bear costume who will be in attendance passing out orders!! Jacqueline has volunteered to provide a balloon backdrop either behind the bookcase or behind courtesy bear for a photo op! **VOLUNTEERS ARE NEEDED!** Volunteers will need to wear PPE and follow social distancing guidelines. 1 or 2 volunteers needed for setup and to direct traffic at the entrance to the parking lot on Prospect Avenue for materials and/or scholastic orders. Volunteers do not need to volunteer for the entire 3 hour shift. Volunteers can reach out to either Amanda or Stephany!
- Glow-Rious Read-A-Thon (Kristi and Jacqueline) – Packets go home 3/30, money and sponsor forms are due 4/27. Prize theme of neon glow sticks as student incentives! Five tiers of prizes based on reading minutes achieved. Class as a whole will get a prize if a percentage of the students reach their reading goals. Goals were made with teacher input to ensure achievable goals. Each student will receive a double sided color your own bookmark and a glow bracelet for participating. The top 3 readers per classroom will receive a blank lined book to create their own story! A big thank you to Jacqueline for donating prizes! Both paper and online donations will be available. Online fundraising pages via Hello Donor can be shared electronically and via social media to boost participation. Donors can contribute all over the world in different currency! There is no cost to South for the webpages to be created, only a percentage for debit and credit cards reflecting the cost to the vendor.

- Spirit Wear – order forms go home 3/30, order forms and money due 4/13. Kindergarten and 5th grade t-shirts will also be ordered in this batch. Additional note on 5th grade shirts: 5th grade t-shirts will have 2 or 3 different designs, and students will vote to choose which shirt will go out this year! After parental feedback of shirt color, red shirts are factored into the design.
- Little Angelo's Drive N' Share- 4/8 Out of all the Drive N' Shares, Little Angelo's is within the top 3 in sales. Open 10:00 a.m. to close 3:00 a.m. (yes the next morning!) A box will be on the counter for receipts. Curbside orders can be called in, and you can ask the staff to print a duplicate receipt to go in the box. Be sure to mention South School so we can get the credit!
- Box Tops update – Thank you Therese for all your hard work! Earnings were lower this round, but winners were close! 1st place – Meister (5th grade), 2nd place Ms Keefe (1st grade), 3rd place Mrs. Z (1st grade), 4th place Yost (3rd grade), 5th place Ranard (2nd grade). 1st, 2nd, 3rd place get prizes. Teachers will come up with a class prize to be announced. Congrats everyone! If there are challenges with submitting receipts, please reach out to Therese or Amanda to help get those Box Tops counted!
- Amazon Smile (Kristi) – brainstorming on a contest or incentive to drive participation in Amazon Smiles. Ideas welcome! Please send any ideas to Kristi or Amanda.
- Teacher/Staff Appreciation – 1st week in May. Dawn may need helpers. Teacher appreciation planning will be going on during Spring Break. Both daily and weekly appreciation events are being explored. If you'd like to help, reach out to Dawn or Amanda!
- Metal/Cord Collection Chair – this is typically a great opportunity to accumulate funds for South! Chair would pick-up metal and cords from Amanda's house, sort (aluminum, cords, and misc), and submit to any metal vendor (Maine Scrap Metal located 1274 Rand Rd, Des Plaines for example). Typically the metal is collected from the vestibule (temporarily Amanda's house) and taken to the vendor at your convenience! At this time of low volume, 1 trip every 2 months or so would suffice.
- Support gift chair – Thank you Jacqueline!

Treasurer Update - Jessica

- Summary of expenditures and profits since last report in November:
 - Contribution drive – additional \$10 this period, year total of \$100
 - Amazon Smile – profit of \$70.56 this period, year total of \$116.03
 - Holiday Parties – expense of \$142.85
 - Drive n' shares – profit of \$466.97 this period, year total of \$564.25
 - Pencil Grams – net profit of \$485.59
 - Bingo – net profit of \$97.20
- Pending and anticipated expenses:
 - End of the Year Classroom Parties, \$40 allotted per class
 - Field trips
 - 1st grades – tbd
 - 2nd grade - \$350
 - 3rd grade - \$300
 - 4th grade – tbd
 - 5th grade – \$350 field trip, \$150 painting activity
 - Readathon, End of the year gifts, End of year kindergarten gifts

- Fieldtrip note: Virtual fieldtrips will take place in May. 5th graders will have a virtual fieldtrip and a zoom painting activity in lieu of the traditional end of the year 5th grade trip.
- This is what your hard work fundraising is going towards!! A big thank you to our families!
- Sales tax status has been renewed for our PTO! Training guide on how to file tax forms and renew tax exempt status are being created. Bylaws need to be renewed every 5-10 years to maintain tax-exempt status.
- A big thank you to Amanda and Jessica for recreating all the necessary support documents for this! It was a huge job!

Meeting adjourned 7:15 p.m.

Next Meeting: April 12, 2021 via Zoom

Minutes submitted by N. Berry, South School Secretary

South Elementary School Parent Teacher Organization April 2021 Meeting Minutes

April 12, 2021, 6:00 pm virtual meeting via Zoom

Meeting called to order at 6:07 pm

Attendees:

Kristin Jares – Principal

Amanda M. – President

Stephany S. – Vice President

Jessica V. – Treasurer

Nicki B. – Secretary

Kristi – Fundraiser Co-Chair

Danielle – Teacher Appreciation and Holiday Chair 2021-2022

Dawn – Current Teacher Appreciation and Holiday Chair

Therese Johnston – Box Top Chair

Opening Remarks and Introductions – Amanda

This is the second to last PTO meeting before summer! A big thank you for all the work this year!

Principal Report - Ms. Jares

- Spring state ACCESS testing is currently taking place. ESL students take this test yearly and get tested in listening, speaking, reading and writing. This week IAR (Illinois Assessment of Readiness) testing in math and language arts begins for 3-5th grade in person students. ELA testing will take place this week and math testing next week. Remote students are exempt and will either be participating in class remotely with student teachers or have alternative assignments. In addition, 3-5th grades take the MAP assessment.
- Remaining material pickups for this year are on 4/13, 4/27, and 5/11.
- A surveillance COVID testing program is being piloted for staff, rotating between schools to attempt to identify asymptomatic cases. There is also an option to test students in conjunction with the health offices via a testing kit and testing with Omni labs. All testing is voluntary.
- Pay It Forward Day is approaching with a spirit week starting on April 27th, there is no school on April 26th. Different grade levels will be drawing pictures and writing letters to front line essential workers.
- May 6th is the last half day of the school year; there will be no school in the AM, remote in the PM including kindergarten.

President Update - Amanda

- Bingo Student Experiences Update – Thank you teachers and staff for donating these experiences! A positive response from families of those who won bingo prizes, they really enjoyed being able to participate.
- Virtual Author Visit with Jim Jones on 3/12 – A huge success! Two books by Jim Jones are offered at \$10 each. Sales are still ongoing through the end of the school year! A lot of positive feedback from families that the students really enjoyed the author visit. He was entertaining and engaging for all! Jim Jones will be participating in a virtual assembly during the school day in May as well.

- Little Angelo's Drive N' Share Update – Earnings will be reported by the end of the week.
- Drive Through Book Fair (Stephany) – Flyers went home 3/30, due on 4/13. Takes place on 4/27 during material pickup. The Courtesy Bear will be in attendance! The event is confirmed, truck will arrive at 2:45 for setup and the book fair will run through pickup from 3:45-5:45. Some loose books will be available, but cash will not be accepted. Teachers are able to purchase from the bookcases and bundles at tax exempt status. Please stay in your car during the event. Volunteers are still needed between 2:45 and 5:45. Anyone who is able to volunteer will get a free book for their child from a selection on hand! Volunteers will be wearing masks and gloves during the event. Goggles are not required. Contact Amanda or Stephany if you can volunteer!
- Spirit Wear Order Form – Went home 3/30, due on 4/13. Spirit wear and 5th grade t-shirts will be in the same order, in addition to kindergarten t-shirts for next school year.
- Glow-Rious Read-A-Thon – Went home 3/30, due on 4/27. Flyers can be turned in at the material pickup. Please note all goals are grade specific and created with input from the teachers to be age appropriate. One prize can be chosen from any tier that has been achieved, including the lower tiers. Sponsors can donate money according to pages, minutes, etc. read or a flat rate. This can be submitted online through the website or via sponsor pledge sheets. Out of state and out of country donations can also be collected through the personalized webpages! \$839 total online donations so far!! The goal is approximately \$100 per student to go towards the virtual fieldtrips. Prizes will be distributed in the May 11th material bag pickup. All participating students get a glow bracelet and bookmark to color. Top 3 readers from each grade get a blank book to create their own story. Students are still able to participate even if they do not have sponsors.
- Amazon Smile Contest (Kristi) – Went home 3/30, due on 4/30. About 25 orders via Amazon Smile submitted so far! Student families who participate are entered into a raffle for an Amazon gift card. The teachers and staff are also eligible to enter a contest! If at least 20 teachers or staff members submit orders the PTO will purchase oranges and bananas for all! They will also be entered in a raffle for a piece of spirit wear on hand.
- Support Gifts will go home 4/13 – Thank you Jacqueline for all your hard work with these! Newspaper, student council, 5th grade families and Kindergarten students receive a gift at the end of the year. Volunteers (head parents, chairs, etc.) will also be receiving a gift courtesy of Amanda! Thank you to Amanda!!
- Dutch Mill Bulb Fundraiser Update (Kristi) – Total sales through today is up to \$1,970 with a few outstanding orders to add. South earns 50% of all sales. The link will be active for an entire year from beginning of sales, which will also include another selection of fall bulbs. Orders are subject to shipping. Current orders will be shipped from the vendor no later than 4/15. They will be sent home in a material bag pickup at the earliest on 4/27 or the latest 5/11.
- 5th Grade Tee Update – t-shirts have been ordered! Vast majority of students were able to submit signatures. Option 2 in the voting won for the t-shirt design!
- Virtual Field Trips – Will be at the end of April and mid-late May depending on the class. Student trips include the Boston Aquarium, Orlando Science Center, and JG's Reptile Show! All shows are live! Fourth and 5th graders are participating in a rollercoaster STEM fieldtrip and will receive supplies for this fieldtrip in their material bags. They will also need a pencil and scissors.
- Charcoal Delight's Drive N' Share – 5/6 4pm-9pm. The receipt box will be on the counter. Please ask them to print a duplicate receipt and put in the box to count towards the South School earnings! Side note: Luncheon for teachers and staff will be on 5/5, also Charcoal Delights fare.

- Thank you Cards from Staff/Teachers – Thank you from Ms. Kapecki for the birthday mug! Thank you from Mrs. Bradley expressing thanks for being able to continue on in the South school family as a sub after retirement and for the birthday mug.
- Teacher Appreciation (Dawn) – Big box of goodies will be arriving at South for Teacher Appreciation week!

Treasurer Update - Jessica

- Buona Beef Drive n' Share sold \$315, with a profit to South of \$36.47. Total Drive N' Share profit of \$627.72 to date.
- Teacher Food Drive in March expense of \$213.30.
- Bulb fundraiser is ongoing, so far sales of \$1970 with a few additional orders pending.
- Author book sales to date \$270.
- Scholastic sales of \$242 to date.
- Spirit wear sales of \$246 to date.
- Read-A-Thon sponsors of \$85 and \$839 from individual online page pledges to date.

New Business

- Hello Donor and the Change Maker Initiative fundraiser – New fundraising opportunity! Participants register a credit card with Hello Donor, and purchases are rounded to the nearest dollar and the difference is donated to South. Ex. a transaction of \$3.75 will be charged as \$4.00 and the \$.25 will go to South. Parameters can be set for per month with donation maximums, and accounts can also be paused at any time. There is a 2.9% credit card charge for tax-exempt organizations. Participants can opt to either cover that 2.9%, otherwise it will come out of the check cut to the PTO for the earnings. Only the last 4 digits of the card number is stored and purchase details only include the vendor, total order amount, and amount donated to South. Can also be shared via a personalized link to friends and family to invite them to participate and also become Change Makers!

Meeting adjourned 7:25 p.m.

Next Meeting: May 10, 2021 at 6:00 pm via Zoom

Minutes submitted by N. Berry, South School Secretary

South Elementary School Parent Teacher Organization May 2021 Meeting Minutes

May 10, 2021, 6:00 pm virtual meeting via Zoom

Meeting called to order at 6:03 pm

Attendees:

Kristin Jares – Principal

Amanda M. – President

Stephany S. – Vice President

Jessica V. – Treasurer

Nicki B. – Secretary

Kristi – Fundraiser Co-Chair

Danielle – Teacher Appreciation and Holiday Chair 2021-2022

Dawn – Current Teacher Appreciation and Holiday Chair

Therese Johnston – Box Top Chair

Angela - Member

Opening Remarks and Introductions – Amanda

Principal Report - Ms. Jares

- Testing is almost complete. 3rd-5th grades took the MAP (reading and math) which measures learning from fall to spring. K-2nd completed FastBridge testing (reading and math). 5th grade testing in science is finishing up the last two sessions this week.
- Kiwanis Club virtually visited the kindergarten students to celebrate birthdays and gift birthday bags.
- During Pay It Forward week, kids wrote letters and drew pictures for local essential workers and celebrated with a spirit week.
- 5th grade had their virtual field trip to Orlando Science Center and built rollercoasters using household items. K-4th field trips will be this week. 4th is with Orlando Science Center, 1st-3rd is with the New England Aquarium, and kindergarten will have a reptile show.
- Last material pickups for the year are on May 11th and May 25th from 3:45 – 5:45 pm. Last material pickup will include summer workbooks for students and awards for the awards assembly.
- Continuing students will keep devices and can utilize the learning apps over the summer. In the fall, iPads will be exchanged for new devices.
- Girls on the Run is having a celebration this Thursday, May 13th. Typically the end of the year is a 5K in Chicago, but this year there will be an outside run at South.
- Algonquin is hosting a virtual open house on May 17th at 6:00 pm for incoming 6th graders. A Zoom link will be sent with a flyer to outgoing 5th graders.
- Field day is May 20th. Morning Kindergarten, 3rd, 4th, and 5th grades will participate in the morning. 3rd and 4th is from 9:20 – 11:45 am, 5th grade will stay until 12:15 pm. Afternoon kindergarten, 1st and 2nd grades participate in the afternoon from 1:20 – 3:20 pm. If you have remote students interested in attending Field Day in person, please fill out the form to indicate your wish to attend. A tent will be set up on the left-hand side of the building to do a health screening. Field day will be outside, but students may need to go indoors to use the bathroom, etc. Remote students will join their class outdoors to participate. Another communication will follow with more details.

- End of the Year Celebration with the PTO will be on May 20th. Rain date is Friday, May 21st.
- Awards assembly will be via Zoom by grade level. Kindergarten and 1st is May 26th, 2nd and 3rd is May 27th, 4th and 5th is May 28th. Classroom teachers will share specific times with students.
- 5th grade paint party will be the last day of school on May 28th.
- Report cards will be emailed out the last day of school on May 28th.

President Update - Amanda

- Charcoal Delights Drive N' Share Update – \$432.43 in sales at the event, with a \$100 check for South!
- Teacher Appreciation Update – Thanks Dawn! Teacher appreciation week was celebrated last week. Gifts went out in mailboxes, displays went up in front of the school on Wednesday and the luncheon Wednesday was catered by Charcoal Delights with individual boxed lunches.
- Amazon Smile Contest Update (Kristi) – Amazon Smile raffle contest brought in 35 purchases in the last 7 days, 40 new customers, and 195 orders for the month! Congrats to Jaxx and Scott, the raffle contest winners! Each student who participated in the contest and will receive a prize in their material pickup bag on May 11th. The Amazon Smile contest will continue next year as well. Amazon Smile can now be used via the Amazon app directly! Keep an eye out for glitches where you may have to relink to South School. For subscribe and save products, the first order will count for Amazon Smiles but the subsequent items will not unless you unsubscribe and re-subscribe for that product. Amazon Fresh orders do not count towards donations.
- Glow-Rious Read-A-Thon Update (Jacqueline/Amanda) –\$3414 total donations were received! \$880 in cash, check, PayPal, Quickpay or Zelle, with the remaining amount in online donations. Expenses of \$96.59 in processing fees and \$101.42 in prizes resulting in a \$3215.99 total profit!! 17 total students had sponsors. The virtual fieldtrips were able to be paid for by this fundraiser! Prizes will go home to participating readers May 11th.
- Scholastic Drive Through Book Fair Update (Stephany) – Total \$1022.25 in sales. Online book fair was open through May 5th. Currently showing \$88, but as orders ship the total will be updated. \$331.07 in scholastic dollars earned! Every student who placed an order will also receive a bookmark and a book. 15 bookmarks were raffled off, video results are posted on the PTO Facebook page. A big thank you to Danielle for fulfilling the teacher's book wish lists! A big thank you to all the volunteers and participants in the book fair!
- Dutch Mill Bulbs (Kristi) – <https://bit.ly/2KjrtxY> \$2150 in total sales, with \$1075 earned for South! Anticipating an additional \$80 in profit for the last order sent in.
- End of Year Celebrations – Times will be going out to the head parents shortly.
- Field Day – Typically PTO provides lunch and water bottles for staff and teachers. Water bottles were on hand, and individual lunches will be purchased (veggie pizza or hotdog options).
- Virtual Field Trips – 1st grade will visit with penguins at the aquarium, 2nd will visit with sea lions at the aquarium, and 3rd grade will visit with sea turtles and do an activity with the aquarium.
- 5th grade tees – Tees design is typically "Class of" with 5th grade signatures. The tees have been delayed, but will be distributed as soon as possible by field day. Remote students can contact Amanda to make arrangements to pick up the tees.
- Coke Rewards – <https://bit.ly/33DSt1j> This direct link will be sent out via email. So far earnings are \$3.40! *Parent question: Do these codes expire? Answer: Not as far as we know.*
- Hello Donor Change Initiative (Kristi) – <https://south-elementary.change4schools.org> Participants register a credit card with Hello Donor, and purchases are rounded to the nearest dollar with the

difference donated to South. Parameters can be set with donation maximums, and accounts can also be paused at any time. Soft roll out of this fundraiser will be on May 25th, with a full roll out at the beginning of the 2021-2022 school year. Two flyers will go out with an introduction to the fundraiser and how to set it up with a QR code. The goal is for every student to have at least one change maker. Multiple cards can be registered with unique email addresses. Donors can also register to donate a flat recurring monthly donation as well. Deposits go into the PTO account monthly, and will go towards end of the year field trips.

- Virtual Assembly – 5/25 Jim Basketball Jones returns!
- McDrive Thru Tuesday 6/8 from 10:30 am – 8:00 pm! Test run of a summer drive n’ share. Mention South School and it will counts towards the fundraiser!

Treasurer Update - Jessica

- Classroom reimbursements are still coming in for the end of the year celebrations. Please turn in those receipts to get your reimbursement.
- Dutch Mill fundraiser brought in \$2150 total sales
- Expense of \$310 for 5th grade tees
- Expense of \$320 for teacher appreciation lunch
- Upcoming profits anticipated: McDonalds summer drive n’ share

New Business

- May 11th material bag pickup will include spirit wear, Amazon Smile contest prizes, book fair bookmark, raffle prizes and book, read-a-thon prizes and end of year celebration bags. Teachers will distribute in person celebration bags on the day of the party. If an in person student is sick and attending remotely, contact Amanda to make arrangements to obtain bag. 4th graders will have materials for their virtual rollercoaster field trip sent as well.
- Thank you cards! Ms Kapecki and Ms Georgoulis thank the PTO for the birthday mugs. The Climate Committee thanks the PTO for its continued support.

Farwell to our 5th grade PTO parents! Dawn Bardygula, Tyra Randle and Todd Morelli! Thank you for everything!

Meeting adjourned 7:09 pm

Next Meeting: August 9, 2021 at 6:00 pm via Zoom

Minutes submitted by N. Berry, South School Secretary