

Avoca District 37 PTC Minutes
November 13, 2019
Parent Teacher Council Meeting 7:00 pm

PTC President Dorothy opened meeting at 7:02 pm.

I. Budget and Finances

A. Vote approved budget change for Safe Route to Schools

1. Last year's budget approval was for \$6,000 paid this fiscal year and \$6,000 paid next fiscal year.
2. Voting for PTC to pay the total \$12,000 in this fiscal year's budget and then repaid by IL.
 - a) Change in budget because most of the work needs to be done this year.
 - b) Will still have \$40,000 in reserves.
 - c) Ann Heinz moved to vote; Melissa Schiffman seconded motion; vote passed with a majority.

B. Innovation Grant / Paypal

1. Approximately \$1,500 in donations collected thus far.
2. Paypal is on the website and working.
3. Susan Lovell to put the link to paypal for donations in the newsletter.
4. Paypal's fee of 2.9% to be discussed at a later date.

C. Spirit-wear

1. Approximately \$800 collected thus far.

D. Incorporation progress

1. Application for sales tax exemption has been submitted (helpful when purchasing things for Fun Fair this year).
2. 501c3 status on hold due to problems with the lawyer. Dorothy to follow-up with the lawyer.
 - a) 501c3 status gives tax benefits to those who donate.

II. District Update (Kaine Osburn)

A. Evaluating the continuum of services from the district by:

1. Parent surveys at the intercultural dinner on Friday (11/15)
 - a) To see how to delve deeper on diversity in the district (how to go beyond the intercultural dinner).
 - b) To evaluate how well the district is providing and delivering services, especially to those who might have a cultural barrier.
2. Staff self-evaluations
3. Presentation of the evaluation responses to the board in early January.

B. Viking fund has raised \$10,000.

1. Strategizing how to best communicate to families in need that the funds are available for use.
 - a) Post on facebook page.

- b) Teachers to reach out to potential parents and provide the form.
 - (1) Form is on the district page with fees and forms: https://avoca37.org/for_parents/forms_and_documents
 - (2) Form is in the Activity Fee Packet. https://www.avoca37.org/UserFiles/Servers/Server_231941/File/For%20Parents/Fees%20and%20Forms/Activity%20Fee%20Packet%2008272019.pdf
 - 2. Cannot apply to the Viking Fund for class trips, just extra-curricular fees.
- C. Institute Days on 11/25 and 11/26 - staff to discuss Social Emotional Learning.
- D. Budgeting process feedback being compiled.
- E. Avoca Center to be torn down by the end of the school year.
- F. Cyber-bullying and digital citizenship
 - 1. Avoca district is trying out a new program on digital citizenship with a non-profit organization called [Project B3](#).
 - a) Older junior high students trained to mentor younger students.
 - b) Wilmette 39 and New Trier to see how well the program does before implementing.
 - 2. Haven Youth and Family Services has also done a session on cyber-bullying this year and will do one on Vaping, and another one on Anxiety and Depression later in the year.

III. Events

- A. Book fair - no progress report as of yet.
- B. Intercultural Night
 - 1. Sold out due to the capacity of the room.
 - 2. Discussed holding the event in a larger room next year - possibly NT West's cafeteria.
- C. Movie Night
 - 1. Supposed to be on 12/5 but now finding a later date in January.
 - 2. Possibly trying for Saturday or Sunday afternoon around 5pm.
 - 3. Dorothy and Melanie to find a date and get approval by the school.
 - 4. Dorothy to approve the movie list before 3rd grade votes.

IV. Updates

- A. Marie Murphy VP update:
 - 1. Teacher gifts
 - a) \$2,225 collected thus far.
 - b) Will send out another communication after the holidays.
 - 2. Operation Live Happy (formerly called Snowflake)
 - a) Have a chairperson.
 - b) Will send out an email to 7th grade parents asking for donations and volunteers.
 - c) PTC's budget allocates \$800 for food for this event.
- B. Membership

1. Susan to re-mention in the newsletter that businesses can advertise on A-Z directory.
 2. Melissa to follow-up on whether the money collected from current business advertisements have been deposited.
- C. Communications
1. Susan has been working on the outdated forms on the website.
 2. Working on renewing the website, but need to find who technically owns it and might be getting the emails.
- D. Volunteers
1. Currently ahead of last year in number of volunteers in place.
 2. Will send out another email asking for fun fair volunteers closer to the date, especially for Marie Murphy student volunteers.
 3. Susan to add the sign-up genius for volunteers on the newsletter.
 4. Send the sign-up genius link to Kaine to get it to the teachers.
- E. Fundraising
1. Innovation Grant donations slowly coming in
 - a) Possibly getting a company to do a Fun Run fundraiser specifically for Innovation Grant in the Spring or Fall (next year)
 - b) Kristin to send the Fun Run link to Kaine.
- F. Innovation Grant
1. This year's committee consists of last year's members plus 2 more joining.
 2. Peter Ogden is the Marie Murphy teacher rep, but still looking for an Avoca teacher rep.
 3. 1st committee meeting will be held next Tuesday @ 7pm, Marie Murphy.
 4. After the meeting, the application forms will be sent out, to be due back in January.
- G. Avoca West VP
1. Halloween Party went well, though the parade was indoors.
 2. \$1800 collected for the ancillary staff.
 3. Preschool teacher gifts will be taken care of by preschool room parents separately.
 4. PTC to give \$200 to the preschool for room supplies.
 5. Discussed possibly having a preschool rep on the PTC.
- H. Diversity Subcommittee
1. Last meeting included a lot of parents and administrators.
 2. Discussing ways to engage more people.
 3. Parent surveys will be given at the Intercultural Dinner (11/15).
 4. Teachers signing up for Beyond Diversity training (2 day event).

Meeting closed at 8:10pm

Attendees:

Jamie Taylor - AW Board and parent
Ann Heinz - PTC Board (Innovation Grant) and parent
Melissa Schiffman - PTC Board (Membership) and parent
Melanie Marrow - Parent
Dorothy Elfrig - PTC Board President and parent
Kaine Osburn - Superintendent
Amanda Hoffmeister - AW teacher
Kristen Barry - PTC Board (Fundraising) and parent
Emily Bierbower - Teacher
Susan Lovell - PTC Board (Communications) and parent
Eden O'Donnell - Parent
Emily Patten - PTC Board (MM VP) and parent
Pete Brennan - Teacher
Ross Friedman - PTC Board (Director of Volunteers) and parent
Sara Shepard - PTC Board (AW VP)
Eugenia Hsin - PTC Board (Secretary)
Ami Das - Parent