

CCS PTO General Meeting MINUTES

Cotton Creek PTO~January 12, 2023 @ 6:30 PM Via Zoom

<https://us02web.zoom.us/j/87505743153?pwd=MzU0Sk1KcWoxd3BpaENXbHgrYS9Wdz09>

Meeting ID: 875 0574 3153 Password: CCSPTO

Minutes will be prepared by: CBalian

Call to Order~JCecola/JBurns (quorum = 5 members. 2 of which are board members)

Call to order: 6:41pm

Attendance: J. Cecola, J. Burns, C. Ryback, S. Allen, C. Balian, R. Price, T. Longmeyer

Welcome & Introductions~JCecola/JBurns:

- PTO officers introduce themselves and give a brief description of their duties
- Introduce board members
- Committee chairs introduce themselves
- Administrators and staff in attendance introduce themselves
- Welcome and introduce new attendees

Rebecca Price, Nicasa behavior services, director of prevention (too good for drugs), choose your path coalition, drug free communities grant to drive down youth substance instances. She will share information via email with Jocelyn.

1. High in plain sight - "Tall Cop" Germaine Galloway will talk on marijuana, alcohol, 2/28 training and she has a code so we can attend for free
2. Parent focus groups 2/21 and 2/22 - gift card for participating - held in Wauconda
3. Coalition - meet once a month at the library - looking for more parents to join. Work with parents to educate them as well as kids.
4. Monthly newsletter is available - just send Rebecca your email
5. Youth advisory board at WHS open to HS students to join

Minutes

- CBalian: Review and approval of minutes from 12/8/2022 meeting.
 - https://docs.google.com/document/d/1qgVd5NaSB4qpS41p44pmuTWcxxbFRWKwjsUKKaHjx_E/edit
 - motion/second: JBurns/SAllen

Officers' Reports

- **President's Report~JBurns/JCecola**
 - District PTO report
 - Membership is due: ~ \$8 fee this year
 - Sign up online <https://waucondad118.membershiptoolkit.com>
 - District PTO organizes School Supply Boxes, Bingo Night, membership, & elections.
 - 22/23 D118 PTO Responsibilities:
 - *District Fundraising (2 taste of D118) & help WGS with Bingo Night*
 - CCS PTO
 - EMAIL ADDRESS info@ccs.d118pto.org
 - Website: <http://ccs.d118pto.org>
 - will be updated to include current events
 - minutes will be posted as soon as they are approved (month late for minutes)
 - Volunteer page (SignUpGenius)

- Ingredient List (most current list of the food products we sell & their ingredients)
 - Google Calendar (found on the CC School website) You can add this to your smartphone.
 - Google Drive
 - Facebook <https://www.facebook.com/groups/CottonCreekPTO/>
 - Twitter <https://twitter.com/CCSpto118>
- Vice President's Report~Christina Ryback/Tyfani Longmeyer
- Treasurer's Report~Shannon Allen
 - approve current Category Summary Treasurer's Report
 - The bank account has \$45,623.14 as of 1/7/2023
 - <https://drive.google.com/drive/u/0/shared-drives?ths=true>
 - All has cleared since break
 - Most of the teachers have not used their Apex funds
 - motion/second: JBurns/JCecola

Administration Comments (C. Dickert/ARodriguez)

Committee Head Reports

Year Long

- Movie Nights~
 - Put out a post/bright arrow email asking for a chair to organize a movie night (Jocelyn will do)
 - Chair will plan/set a date - maybe set up at same time as book fair, create a flier to invite families
 - Does the Movie License cover 'Movie Shorts'?
 - Shannon does not know how the movie license works. Michelle has set it up - ask her.
- Fundraising~
- Ice Cream Lunch Sale~Shelby Catalano ~ 50¢
 - Runs first Friday of the month
 - Next sale Feb 3
 - 3/3
 - 5/5
 - 30 Free Ice Cream Coupons will be given to students as a prize to use February 3rd for the Leader of the Pack Program.
- Landscaping~TLongmeyer/JBurns
 - Need to make sure we plan a Spring Cleanup for March/April, depending on weather.
 - Spring Break - consider the time and who we will use
- Pencil Box ~ JAntoni
 - Runs 4th Friday of the month
 - Next one 1/27
 - more volunteers needed - Signup Genius for 5 volunteers each month
 - Will now be including a Bulldog Bucks Store as well
 - Ask Cara to email out the sign up genius again
- Popcorn Lunch Sale~Roxanne Clark ~ \$.50
 - runs 3rd friday of the month
 - Next one 1/20
 - 3/17
 - 4/21

- 5/19
 - SignUp Genius is full. Thank you to all our volunteers
 - Still have free coupons in circulation
 - **New popcorn machine was purchased and set up for December's popcorn day. Roxanne said it worked amazing.**
- Room Parent Committee~NBailey
- **Scrip Gift Cards~CRyback**
 - **No sales were made**
- Spirit Wear~JBurns/JCecola
 - Runs itself with 1st place spiritwear
- **Staff Appreciation~CBalian**
 - **Monthly theme donations**
 - Jan - Make your own Trail Mix - Week of January 23rd
 - signup genius link went out today
 - Look in office closet tote for leftover items from Dec.
 - **Feb - Conferences Dinner - February 16th**
 - **Need suggestions of restaurants - Per Cherish and Ali, we can do the same that we did last conference, it worked out really well and the teachers liked it**
 - **Cherish will get us a number of how many staff will be in the building for conferences soon - estimate is 60 people**
 - **Need dollar amount approved to spend on conference dinner**
 - **Did Lou's, Jewel and SAMs in October for around \$800**
 - **Vote on approval to spend up to \$1000**
 - **JCecola/SAllen - unanimously approved**
 - **JBurns can order but will need someone else to pick up and set up**
 - **CBalian will work on a sign up genius for extra things parents can help with, set up, clean up, salad, cheese/fruit/veggie tray, desserts, etc.**
 - March - Teacher Supply Restock - Week of March 20th
 - April - Candy Bar - Week of April April 24th
 - May - TA week
- **Book Fair ~JCecola (FEB27-MAR4)**
 - Have \$4000 approximately in the account
 - Holding money for bookflix and trueflix renewals of \$2485 - Sarah is renewing now
 - Balance will be used for birthday books if needed or restocking some of the teachers
 - Book Crate option discussing with SCurran - new books will automatically ship to library
 - Delivery FEB16/17
 - Pick up MAR6-10
 - family night FEB24 - JBURNS contact Mathnasium to see if they are available.
 - Need co-chair to help take over the fair and help Joy
- **Restaurant Nights~**
 - **December - McAlisters - CBalian - \$16.55 earned from 2 orders**
 - **Jan Culvers - JBurns planned for 1/25 from 4:00 - 8:00, waiting on final confirmation with flyer for a 10% donation**
 - **Feb Taste of D118 - CRyback - Official Places and Dates?**
 - **Wed - Nancy's**
 - **Thur - Buona**
 - **Left messages for Jimmy Johns, possibly reach out to El Norteno or Chipotle Monday**
 - **Mar - suggestion to try Miss Planitas again, Sideouts - make your own pizza kit,**

Panhandlers take and bake pizza

- **Christina will reach out to sideouts and ask**
- **Apr - McDonalds Teacher Night - Miss Penelle is working on**
- **May**
- **Outdoor classroom**
 - **BSA troop 76 cleaned it at the start of the school year**

Date Specific

- **Candy Buy Back~ (Conlon Thompson Orthodontics)~(Oct/Nov) Anna Anderson**
- **PTO Bingo Night February 3, 2023~ TLongmeyer**
 - **Ran by WGS, CCS will help with Packet distribution**
 - **Bingo Night Flyers went in teachers mailboxes for students to bring home on 1/11**
 - **CMohr is ordering supplies for the packet distribution no later than Sunday 1/15**
 - **Tyfani is collecting prizes, we are in charge of distributing packets the night of, Each school is donating 360 items so a total of 1080 items**
 - **Need Volunteers to get together the week of January 23rd to put together 500 packets - Christina offered to assemble the packets at home**
 - **360 Items need to be donated**
 - **CRYback found 356 party favors on Amazon for around \$40, plus a few leftover squishies from the winter gift, just need to order**
 - **Volunteers - Information to be sent out next week. Entire time is 4:30-9 split into 2 shifts. 25 volunteers. Reaching out to NJHS.**
 - **Suggestion to look to boy scouts, etc they need volunteer hours as well.**
- **APEX RUN~ September 6th - 15th - Nicole Bailey/Ali Woitas**
 - **Money left to spend as of 1/11/2023**
 - **Kindergarden - \$223.00**
 - **1st Grade - \$188.00**
 - **2nd Grade - \$305.76**
 - **3rd Grade - \$305.76**
 - **4th Grade - \$305.76**
 - **5th Grade - \$305.76**
 - **PE - \$2,000.00**
 - **Music - \$1,300.00**
 - **SEL - \$1,300.00**
 - **Art - \$1,115.16**
 - **Next Apex Event September 4th - 15th 2023**
 - **Pep Rally September 5th**
 - **Fun Run September 14th**
- **Holiday Shop**
 - **JBurns and RBurns will move totes upstairs Tuesday morning**
 - **Need to purchase more mens merchandise for next year, otherwise we have enough of everything to run Holiday Shop the same next year as this year**
- **Winter Break Gifts for Students ~ JBurns - Order every November**
 - **verify with CMohr class counts before ordering**
 - **wrap in gift bags, sort and distribute the last week before Winter Break begins**
 - **2021 was popits**
 - **2022 was squishies**
- **School Supply Boxes (CMohr)**
 - **May 2022**
- **Events**

- **Musicals:**
 - **2nd Grade - January 25th**
 - **3rd Grade - March 7th**
 - **4th Grade - April 26th**
 - **Ask principals about 3/22 1st grade gym event**
- **Family Night with Book Fair 2/24 (see above - Mathnasium)**
 - **Can't start until after club leaves which is 6pm**
- **PBIS reward**
 - **"Bounce House" was done on December 15th.**
 - **No one stayed to manage the pick up of the bounce house.**
- **Breakfast with Bulldogs AWaitas/NBailey**
 - **Country Donuts?**
 - **2nd Week of May - Monday/Wednesday**
 - **Wednesday May 10th works best for school**
 - **Time?**
 - **Volunteers to help setup?**
- **5th Grade Send Off (May 2023)~ JBurns**
 - **May 12th and May 19th work best for school**
 - **Will look to create a committee**
- **PTO Nomination Committee Rep.~JTschappat 22/23**
 - **VP & Treasurer up for election in 2023**
 - **Looking for a person to train next year to be President, as JBurns and JCecola will be "retiring" after May 2024**

Field Trips - Revisit Budget every year during the first PTO meeting to let Becky White know how much PTO will fund for busses

- For the 2022/2023 School Year the vote was passed to fund \$500 per grade level with maximum of \$2,500 for the school year

Inside Scoop Updates every August send out form for teachers to update/create ~ JCecola

- Joy will check to see if any updates have been made

Cotton Creek PTO Responsibilities for the District PTO

- District Fundraising - We will be doing Taste of D118 twice this year CRYback
- Storage Facility - Organizing/Downsizing? - JBurns/JCecola
- CCS has moved everything out of the storage facility that belongs to us

New Business

- Cherish has asked if PTO would consider a grant program to present to the teachers for any items the classrooms may need to help the students. CBalian created a Google Form for the teachers to fill out so we can visit the requests of the teachers. form link: <https://forms.gle/bgwkjYZwcNFGwg4M7>
- Cherish is going to email for coverage of costs for the following school year for scholastic and time for kids.

Unfinished (old) Business.

Announcements

- **PTO Meeting Dates going forward are the 2nd Monday of Every Month at 6:30 pm via Zoom**
 - **February 13th**
 - **March 13th**
 - **April 10th will reschedule due to No School**

- **May 8th**

Adjournment call to close 7:54pm