



Norton Creek

Parent Teacher Organization

PTO Meeting Minutes

March 05, 2024 5:30 PM

Meeting called to order by Elisa Ignash @ 5:30PM

In Attendance (In-Person)

Elisa Ignash, Stephanie McCubbin, Elizabeth Doren, Jennifer Reyes, Tony White, Jessica Klepacki, Kristin Beavers, and Mayra Murphy

In Attendance (ZOOM)

Approval of Minutes - Jennifer Reyes

- February 2024 minutes ([Found Here](#)) have been sent out via multifacet communications. A motion to approve the PTO board minutes was made by Jennifer Reyes, seconded by Elizabeth Doren, and passed with a unanimous vote from all in attendance.

President's Report - Elisa Ignash

- March PTO is sending RISE students on their field trip to the Kohl's Children's Museum. PTO is also supporting the RISE bake sale.
- We are still looking for a shadow to take over school supply kits for next year.
- PSA for room parents. We are down to our last few events of the school year so be sure to fulfill your 2 volunteer commitments to prepare for next year's room parent sign up.. Reach out to Elisa with questions.
- Fox Ridge has a few parents establishing their 501C3 and corporation articles now and they would like to include anyone interested in the process so if any incoming Fox Ridge parents would like to be involved please contact Elisa so you can be connected to the Fox Ridge team.

Principal's Report - Tony White

- New boundaries have been set. We will be losing about 50 kids. We are working hard to make the transition as positive as possible for our eagles.
- Fox Ridge principal has been set, Michelle Woodring the Lincoln principal. Staff is TBD, hopefully staffing will be set at the end of March. Norton Creek staff can not be reassigned. Only current staff on a temporary contract may get picked up at Fox Ridge.
- Starting next year, RISE students will be counted in RISE and General Education Roster count as well.
- Currently, we have 51 incoming Kindergartners for next school year.
- We are in assessment season. Yesterday, the Illinois Science Assessment for 5th grade began. This year's test is longer than years past. It is now 3 sessions of 2 hours each. Today the 4th graders took the NAPE (National Assessment of Educational Progress). US dept of education randomly selects the school and tests on Math and reading. After

spring break 3rd, 4th and 5th will take the IAR (Illinois Association of Readiness) test, 5 tests 2 english language arts and 3 math. Please do not stress about these tests. The only tests used for placement are the COGAT and IReady.

- District put out the message regarding childcare and the 9:05am start time. Every site should have their own before care program with the park district and they all plan to staff accordingly.

Teachers Report- NA

Treasurer's Report – Elizabeth Doren

- Bank balance as of 2/29/24 is \$21,296.30 and paypal at \$120.
- Upcoming expenses are 1 assembly and field trips.
- Reminder to room parents, submit your receipts for reimbursement once you reach \$100.

Committee Reports

Eagles Eat Out- Elisa Ignash

- Portillos on 2/8/24 brought in \$495. PLEASE be sure to mention the school in order to get the return. The restaurant was FULL of Norton Creek and the return should have been way more.
- Up Next, Colonial Cafe on 3/14 from 4-8pm.
- Eagles Eat Out is looking for a shadow to take over next school year. Reach out if you are interested in hearing more.

Basket Raffle- Stephanie McCubbin

- Friday, April 26th.
- Teacher basket requests went in mailboxes today.
- Up to 35 regular baskets and 12 golden baskets. Well on our way to having a successful basket.
- Ticket sales information will go home after spring break.
- Volunteer sign up has been built and will be launching tomorrow.
- Food trucks are secured. Tandoori on Wheels, quesadilla truck, and Kona Ice.
- This year we have incorporated several appealing adult baskets to include our parents in the fun.
- All baskets will be in the Gym. Entrance to the event will be at the rear of the building off the black top with food trucks.

Cougars Reading Club- Steph McCubbin

- Currently halfway through. Program is flexible and if you forgot to turn in your slip you can send it in to the teacher at any time.
- Game is 5/17/24, tickets will be ordered online starting on May 8th. Order form with details will be coming home after students turn in all four parent verification forms.

One School One Book-Elisa Ignash

- Currently in week 2 of reading!
- Trivia questions every Tuesday being shared with parents on FB and in the newsletter.
- Arcada has been secured for a private showing of the One And Only Ivan movie on 4/7/24 @ 10am. Registration is required on the PTO website.

Enrichment-Elisa Ignash

- 3rd grade has scheduled enrichment to correlate with their unit on simple machines at the end of march.
- Irish dancers are not able to come on the date the PTO has access to the Community Room space so we will not be able to have dancers this year for St. Patrick's Day.

Science Night-Elisa Ignash

- This Friday, 3/8/24. Currently we have 222 students registered.
- Highschool volunteers came through big time and we will no longer need our parent volunteers!! Such a blessing.
- NIU team threw in some extra exhibits for us of some things they are looking to trial. In the LRC will have building stations, the staff lounge will have dark room exhibits. 6:30 & 7:30 science exploration shows in the community room. Gym will have hands-on exhibits. The Community Room will have a science show.

School Supply Kits-Elisa Ignash

- We will be using the vendor as last year, supporting a NC family business.
- Teacher lists have been transferred to the order form with the vendor and we are awaiting pricing.
- Done differently this year, all list were reviewed to see if bulk orders could make a difference with pricing.
- Even though we have a color printing discount arranged with Alpha Graphics the supply kit vendor is printing the school supply kit flyers for a savings to the PTO.
- Steph McCubbin raised the question about how to get a supply kit for Fox Ridge. Elisa explained that she has been in contact with a Munhall PTO parent that will be moving to Fox Ridge and that he is already in the process of establishing the 501C3 and corporation status to get things up and running. Supply kits can not move forward for Fox Ridge without the staff in order to fill out the desired supplies. An offer to assist has been made.

Yearbook-Elisa Ignash

- The 5th grade cover contest is launching this week! Winner to be announced at Basket Raffle.
- 3/31/24 is the order deadline for yearbook purchase and custom page submission.
- Tree Ring has a user-friendly app! You can upload your own pictures to share with the yearbook team as well as download from the shared files.

New Business

- Our current bylaws state that board elections can only take place in May. A motion was made by Elisa Ignash to amend the current bylaws to allow for an April board election. This allows for volunteers to come forward before the final meeting of the year and the new board member to work with the current board if they desire. Motion seconded by Mayra Murphy and approved by all in attendance.
- NOTE- changing of the bylaws is not encouraged as they hold a purpose. For logistics it seems that this current election process is outdated and updating allows better opportunity to secure new board members without violating the bylaws.
- This motion passing means that our next board election will now be held at the meeting on April, 4/5/24.
- If you are interested in joining the PTO board next term or looking to get more information, please reach out to any current board member for more details. We are happy to answer any questions. There is a sign up on the PTO website also.

Open Discussion/Comments-ALL

- Elizabeth Doren updated everyone on the OLC renovations. We are in need of you plants! Hostas, day lilies, anything durable and no maintenance. The goal is to fill the 6 planters with hearty plants. Jessica Kelpacki asked about hydrangeas. Elizabeth Doren explained that they require maintenance. Elisa Ignash explained that a tidbit hydrangea would be acceptable as that particular breed doesn't require maintenance.
- Jenny Reyes said that once the planters are updated the next board can plan to replace the outdated window treatments in the community room. Tony said he would talk to Amanda Stuber again about updating. Elisa Ignash said possibly a uv window film could work.
- Stephanie McCubbin asked if the school is still scheduled for air conditioning? Tony said yes, community room and gym this summer for next school year.
- Jessica Kelpacki asked Elizabeth Doren about the renewal of the tax exemption as it is almost expired. Elizabeth Doren stated that it has already been submitted and we will receive a new certificate once it is processed. It is ok to continue to use the current tax exempt form.
- Jenny Reyes asked Tony how to get approval for use of student names on the back side of the 5th grade shirt. Tony stated first and last names are ok for use but to ask families how they want the name to be displayed. Their answer gives approval for the name to be printed on the shirt. Elisa Ignash stated this can be done with Cheddar Up.

Next Meeting will be Tuesday, March 5, 2024 at 9:30AM in the LRC.

Elisa Ignash motioned to end the meeting, Tony White seconded, all in attendance in favor.

Meeting adjourned at 6:21PM

Elisa Ignash PTO President

Jennifer Reyes, PTO Secretary

Stephanie McCubbin, PTO Vice President

Elizabeth Doren, PTO Treasurer