



### Cossitt PTC Executive Board Meeting Minutes

Date: Tuesday, March 12, 2019

Location: La Grange Public Library Conference Room

Casey Livingston, Michelle Borkowski, Dawn Collins, Beth Vymslicky, Tori D'Antonio, Sandra Vasquez-Weber  
Mike Michowski and Alex Parker

#### **Principal's Report- Mike Michowski**

- Boosterthon
  - Meeting with our new representative on Friday.
  - Will have a plan in place – dates, kick off assembly, etc.
  - They run everything for us.
  - Teachers just promote the Boosterthon.
  - Kids get sponsors for the last event – lap run.
    - Plan is to have this event over lunch recess so as to not take away from classroom time.

#### **Teacher's Corner- Alex Parker and Vikki Morris**

- May 7<sup>th</sup> is Night of Design (formally Ed Fair/Success Night).
  - Would like to do the Ice Cream Social at the end of the event.
  - The whole district is doing the same thing on the same night.
  - Suggested to call it Success Night: Night of Design.

#### **President's Report- Casey Livingston**

- Movie Day on Parent/Teacher Conference day was very well received.
  - 250 tickets were sold.
  - Suggested that we do this as an annual event.
  - Moving this under the President's list of responsibilities from Social VP.
- Clothing Sale
  - Scheduling with the parent teacher conference and holding off Palmer's from using the playground for parking until after the clothing Sale was over on Friday and Saturday was helpful.
- Superintendent Round Table
  - Starting to look at a late start schedule instead of cancelling a whole day of school on Snow Days.
    - Also considering Distance Learning – online educational tool children access from home.
  - Looking into installing solar panels.
  - Forest Road is looking into how to accommodate overcrowding.
  - Looking into maybe including 6<sup>th</sup> grade at Park Jr. High.
  - Summer School programs coming out that are new and shorter number of weeks involved.
- PTC Board positions and Committee Chairs will start to be recruited for and filled after Spring Break.

#### **Treasurer's Report – Jennifer Bonniwell and Melissa Diebold**

- Clothing Sale
  - Far exceeded the budget - well over the \$11,000 budget.
  - Credit card transactions still in demand and a success
    - 59% of transactions were paid for with credit cards
    - 65% of revenue was paid for via credit cards
  - Data import from MSM into Quickbooks for consignor check data worked smoothly - well worth the \$19.95. Made the Treasury job MUCH easier.



- E-Checks
  - Really good for reimbursements throughout the year. It is efficient and saves the PTC postage and envelope cost.
  - Not worth it for the Clothing Sale. It is another step and opens the door for mistakes with incorrect email addresses, etc. With the efficiency of the data import, we should just stick to printing the paper checks. It is a simple process now with the import, so not much to be gained with e-checks unless ALL sellers were doing it.
- Restaurant Fundraisers/Rebates
  - Budget has been met for and this does not include the recent Noodles fundraiser.
  - Still have another round of boxtops to collect.
- Budget Items
  - Still no request for reimbursement for class parties
  - PSCC spending is very low compared to full year budget.
    - Do we know if there will be large future expenses coming in?
  - Have not received a check from Spirit Wear to date.
  - No request for reimbursement yet for talent show.

#### **1st VP Report- Dawn Collins**

- PSCC
  - The yard signs are not selling as well as hoped.
    - Will put another blurb about it in the Friday Folder.
  - Art Mural
    - Chairs had an issue with the message.
    - The committee will meet again to discuss the verbiage and what to put up on the wall.
- Friday Folder the week before Spring Break – deadline change will be the Friday before the last day of school instead of Wednesday of that week.

#### **Administrative VP Report- Sandra Vazquez-Weber**

- Garden Club
  - Kick off April 12<sup>th</sup> and will run for 5 weeks.
- Buildings and Grounds
  - Coming up with ideas and will be shared soon.
- Event Management Apps
  - Not a good option available to have one app handle money and sign ups without customization which is expensive.
  - Suggested that we stay with Signup Genius because their package includes more than other sign up apps and we're not recreating the wheel.
    - Voted on and approved to stay with Signup Genius.
    - Eventbrite or Cheddar Up are still ok for one off situations where a sign up with a transactions involved.

#### **Enrichment VP Report – Tori D'Antonio**

- Will follow up on Art Club and the mural.
- 2 CCC's are left to happen this year 2<sup>nd</sup> and 6<sup>th</sup>.
- Author visit for 5<sup>th</sup> and 6<sup>th</sup> is coming up and will take place at Park Jr High.
- Will follow up regarding Running Club.
  - Have 2 volunteers for the Girls Club and 1 volunteer for the Boys Club.



### **Fundraising VP Report - Terrie King**

- The amount made at the Noodles fundraiser will come in next week.
- Clothing Sale
  - Exceeded the budgeted number.
  - Publicity did a great job on Facebook and had a raffle basket for new shoppers, which included gift cards to LG restaurants.
  - Minimal issues at pre-sale and sale.
  - We may need new printers in the fall.
- Original Works will be communicated before spring break.
- Spirit Wear
  - The check will be sent towards the end of the school year.
  - There will be another 2 week free shipping promotion in April.
  - The proceeds now are around \$1,200.
- David, Mike & I are meeting with Boosterthon on Friday.

### **Social VP Report - Beth Vymslicky**

- Talent Show was a success.
  - LT TV recorded the show but there's no way to share the video like in last years due to an issue that occurred with Vimeo.
  - Working on an option to share the video either online or DVD.
- Soiree
  - There will be a raffle for fundraising
  - Will also be donations/baskets for silent auction.
  - No budget for this event as it's supposed to break even.
- End of the Year Event
  - Chairs are starting to fill positions and getting organized with events.
  - Positions will be filled via Signup Genius.

### **Secretary Report- Michelle Borkowski**

- Legacy Project
  - Goal is to finish the Buddy Bench before spring break.
    - Each class will have two slats to paint and choose verbiage.
    - The bench will be a study in color with each transitioning to the next, all lettering in black.
    - There will be a placard engraved with Class of 2019 and they may have the 6<sup>th</sup> graders sign their name with an engraving pen.
  - Ceramics were completed in February
- Birthday Books
  - The Chair will work from the list that Mrs. Davis' provided for the last order this school year.
  - She will advise the setup changes Mrs. Davis suggested for next year's Chair.
- Valentines Day/Teacher Appreciation lunch went well.
  - Suggested to also do something on Teacher Appreciation Day in May.
    - Lunch again or a permanent gift for the teacher's lounge?
- We sent Cathy flowers for her mother's passing and also gave her a gift card from the PTC Board.



**PTC**

**COSSITT SCHOOL**

**Parent Teacher Council**—Where home and school come together for the benefit of children.