

Forest Road PTO Meeting – LRC
Meeting Notes
September 11, 2018 – 7:00pm

- Reports
 - Treasurer’s Report - Amanda Ries
 - Cash Flow Report was reviewed. To date, \$3,100 in PTO dues have been collected
 - Principal’s Report – Jeff Bergholtz
 - Picture day was a success
 - Back to School Party had great reviews – reconnect after summer break
 - Bike Rodeo had some rain but the kids enjoyed the day. Thanks to all who volunteered.
 - New Assistant Principal (Karli Stamer) is getting settled – may attend next meeting
 - All students attended Back to School Rally
 - President’s Report – Erin Shanahan
 - Budget Approved
 - Fundraising efforts
 - PTO Dues
 - Boosterthon
 - Used Toy Sale
 - Teacher Appreciation
 - Continuing Teacher Appreciation Week but looking to increase activity and volunteers
 - Increase parent/volunteer engagement – bring in goodies, coffee, etc.
 - Utilize Sign-Up Genius – 1 main sign-up versus many options to eliminate confusion
 - Birthday cards were signed and completed for the first part of the year
 - New ideas for this year
 - Special treat in lounge once a month or every other month (baked goods, snacks)
 - Information Binder – committee chairs will begin creating binders for future members to use as a guide. Documents can be digitized. Also suggested was to create generic email addresses for each position to be easily passed on.
- Big Projects for the Year
 - Gymnasium ideas – Mr. Clark
 - There were several ideas mentioned since there hasn’t been a budget for big-ticket gym items in the past
 - Climbing Wall
 - Gym is fairly out of date – volleyball nets are in bad shape, basketball nets are old and the hoops are not adjustable. Tumbling/gymnastics equipment is old – mats are about 20 years old. Mr. Clark also

mentioned that the colors are off – not school colors and that the floors are in need of refinishing.

- Mr. Clark will work on pricing out some of these upgrades and items, including installation
- Communications – Susan Zander
 - This is Susan’s last year in this position. PTO is looking for 1 or 2 people to take over next year and would ideally shadow Susan this school year. The ideal timeline would be to have someone in place before the holidays.
 - Susan stated a 64% readership this year for e-newsletter so far which is an increase over last year.
- Completed Reports
 - School supplies – trying to find a way to make more economical
 - Picture Day – went well this year
 - Third Grade Bike Rodeo – weather wasn’t ideal but event was successful
 - Directory – Completed and went out early this year
- Planning for 2018
 - Spiritwear – Melissa Granger
 - ½ the sales compared to prior years – Melissa will send out paper flyers as a last blast to push sales
 - Fun Lunch – Karen Westfall
 - 9/21/2018 & 6/3/2019
 - Karen will reach out to Mattone’s for deals
 - Restaurant Benefits – Kate Cisek
 - 9/27 – Portillo’s in Willowbrook
 - 10/25 – Corner Bakery in La Grange
 - Goal is 1/month - last Thursday of every month
 - Parents Night Outs – Kathy Smolen
 - Combining 2 grades per event
 - 9/20 – grades 1 & 2
 - 9/25 – grades 3 & 4
 - 10/4 – grades 5 & 6
 - Trivia Night – 10/12 - Kathy Smolen
 - Kathy requested volunteers to get donations
 - Art Enrichment – Judy Hollowed
 - Room Parent now includes the duties of Art Enrichment for that room
 - This is Judy’s last year – PTO looking for someone to head next year.
 - Toy Sale – Judy Hollowed
 - This is Judy’s last year – Staci is slated to take over and there will be new committee members as well
 - New donation process – families can now donate a larger percentage directly to the school instead of the standard 60/40.
 - New Volunteer strategy – Brook Park will now cover 2 hour volunteer shifts as opposed to previous 4 hour shifts.
 - Progressive Dinner – Larissa Magajne, Melissa Granger

- Will follow same format as last year
- Box Tops – Erin Shanahan
 - 1st submission deadline is 11/1
 - Erin proposed a themed idea for increased involvement – possible idea – if FR brings in \$500 during 9/19 – 10/19 rally, students can wear a hat to school on specified day.
- District Reports
 - COCFRO – volleyball and basketball evaluations were this past week

Meeting was adjourned at 8:32pm

Submitted by Joanne Van Etten, PTO Secretary