



Scott Elementary School

**October 18th, 2022**

## **Agenda and Unapproved Minutes**

Approval of minutes from May 2022 and September 2022-Michelle Shields

Motion to approve - Jen Beaudry

Second motion - Tricia Fallon

### **President's Report** – Rachel Buonafede and Kate Ryan

- Celebrations:
  - Staff Appreciation: THANK YOU for setting up these events and to all who donated items for the Donuts & Coffee and Soup Luncheon! We couldn't do these events without your support and the teachers continuously express how grateful they are
  - Spirit Wear: thank you for your hard work setting up our school store and picking some great designs this year!
  - Melissa and Tricia-thank you for going through the bins and bags up in the attic, it is greatly appreciated and was very much needed!
    - Melissa and Tricia: all bins are labeled and please email us if your committee is looking for supplies, there are tablecloths, raffle boxes, clipboards, etc!
  - DNO: thank you, Becca, for setting up some great DNOs for the beginning of the year!
  - SFCP: thank you for a great Walk to School day and setting up the donuts and coffee for parents!
  - Megan Plackett-thank you for all you have already done for Eagle Extra this year!
- Questions about using Google Drive? Concerns? Would anyone like to set up a meeting time to go over together?
- Upcoming Important Dates:
  - October 20th: Crosstown Classic-not too late to sign up for the elementary fun run! Naperville North
    - [Crosstown Fun Run Sign Up](#)
    - Interested in volunteering during the run? [Sign Up Here!](#)
  - October 25th: Picture Retake Day: Let teachers know if your child is retaking before/on Tuesday

**Vice President's Report** – Keia Carter

- Three positions remain open - Fundraising Chair, Community Outreach coordinator, Marketing coordinator - These positions would work closely with fundraising committees (fall, winter, spring) to help get community support for raffles/auctions and help with advertising for our big fundraising events.
- Our Winter Fundraiser also needs another Chair person-this year it'll be a Read-A-Thon, and most of the work is already complete, we just need someone to take over and work closely with Co-Presidents to complete everything-will be in February but most of the work will be completed by December - Keia Carter will chair, thanks!

**Treasurer's Report** – Cindy Klemens

- Approve financial reports
  - Motion 1 Tricia Fallon; Second Kristin Franco
- Bank balance for September 30, 2022 - \$29, 8282.14
- Amazon gift cards for teacher wish
  - 36 primary staff \$75 each
  - 10 additional staff members \$50 each
- CheddarUp is set up; still looking into how payment is tracked and if
- Statement re: returned checks needs to be included on flyers

**Secretary's Report** – Michelle Shields

- Current Number of Students 438, Youngest & Only 331 (Staff is 80 and extras for kiosk is 15)
- Committee Chairs to fill out procedures and policies form
  - [E-Signature Required](#)

**Teacher/Staff Liaison** - Katie Nichols

- Thank you for the Donuts & Coffee and Soup Luncheons!!
- Amazon gift cards for teacher wish lists is much appreciated as well!

**Principal's Report** – Hugh Boger

- SIP Goals - district change in process; goals not solely based on standardized testing; the district initiative now is flexible in making sure the school environment for students and staff is conducive to BELONGING for all. A goal at Scott is :create a climate and culture where everyone feels safe and can contribute to the community.
- Panorama survey - for grades 3-5; questions focused on school environment

- Fall Festival - feedback in community changed the date; there will be alternative seasonal activities; some schools are putting parades on Zoom
- Team NEF - thank you to all participants!
- Chris Olsen asked if additional costumes are needed for donation; Hugh- we are all set!

## **Committee Reports**

- Staff Appreciation
  - November 17th: Caramel Apple Bar for staff-see SignUp Genius to donate, coming October 31st
- Eagle Events- Melissa and Tricia
  - November 17 - Game Night; evening free event for families to play classic games on larger scale (life size Candyland board); Guess Who Scott Staff Game to auction and to keep in the building
  - Melissa and Tricia will set up Guess Who photo shoot
  - Looking for "giant size" games to borrow
  - There is nearly \$250 to use for purchase of game supplies unused from Fall Fundraiser
- Classroom Parties-
  - Fall Harvest Parties on October 31st; 1:30-2:15 (including parade)
- SFCP-
  - Veterans Day Celebration on morning of November 11th; assembly at 9am for students planned by Scott; 10 volunteers are needed for check in and escort Veterans and set up food and beverages
- Poinsettia Sale-see flyer in the Eagle Extra for this year's flower options; new flyer will have CheddarUp information; prices have lowered prices
- Spirit Wear sales:
  - made \$842.92 in sales, possible delivery this week or next
- DNO
  - September at DQ: \$290 raised
  - Ongoing October at Front Street Cantina-let's show the Trader family our support while also winning the friendly competition!
  - November: The Little Red Donut Truck is coming to Scott School on November 10th 2:30-5:30 on the back blacktop + family playground playdate and we provide hot chocolate-possibility for teachers and Scotty the Eagle to be there to mingle
    - [YUM!](#)

- Yearbook - committee has new members and we are moving on with a new company. Pricing with 20 companies has been explored and either are much higher or fall within a \$14-16 per book cost to H&S. Companies require a minimum order when we sign a contract and increased bulk orders to reduce the cost; fluctuating numbers of students and orders makes a minimum order each year difficult to predict and the yearbook committee, although an income generating category, does not produce much (in some years we break even and in others we make up to \$350) in fundraising except to cover 5th grade books. The committee discussed covering books for all students and asking for a suggested donation while still having a fee for tribute ads.
  - Committee discussion raised concern about the maintenance of covering books every year. We have asked for donations in the past to cover books, and this generally has generated enough to cover 15 additional books. Several board members expressed that the past two years have been difficult on everyone in the community.
  - UPDATED 10/19: Cindy, Rachel, Kate, and Michelle met to look over the budget and agreed the total cost of \$6570.00 is significant. The executive board will be meeting with the school to discuss funds that we have this year because of an increase in fundraising that has exceeded expectations. We have a unique opportunity to celebrate and give back to our families this year with the yearbook. In November, we will ask for the board to vote for Home and School this school year to cover a book per family (331 youngest and only students - this would be the base for bulk ordering with the new company, the price per book will remain the same with additional orders). Orders would be open for families to order additional books for either staff members, siblings, or an additional family copy. The cost to Home and School would be \$4891.00 and additional orders will be priced at \$20, 5th grade ads will be \$5, and the executive board is also exploring sponsorship and business ads within a few pages. It is estimated that after these transactions, the total cost will be less than \$2500.00 to Home and School for the 22-23 school year. The committee will be transparent to the community in its communication that we are looking at this celebration for the current school year and may not sustain this purchase for each

family in the future. It is recommended that the board discusses this further when budgets are set in the spring.

- Monarch Way Station - Kristin Franco; garden to use Whole Foods Grant

Motion to Adjourn 8:14 Tricia Fallon; Second Chris Olsen

**Our next H&S Meeting is scheduled for Tuesday, November 15th**

### **10/18/22 Attendance**

Rachel Bounafede  
Kate Ryan  
Michelle Shields  
Cindy Klemens  
Keia Carter  
Peggy Fink  
Christina Porter  
Michelle Swanson  
Tricia Fallon  
Sara Ortega  
Melissa Intoccia  
Jen Beaudry  
Kelly Ryan-Kelly  
Chris Olsen  
Kristin Franco  
Kerry Dahm  
Kelli Andre  
Katie Nichols - staff liaison  
Kimberly Jablonski  
Hugh Boger