




Home & School Meeting December 12, 2023
Multipurpose Room at Prairie, 9 a.m.

A. CALL TO ORDER 9:01 CT

B. WELCOME

C. APPROVAL OF MINUTES

- a.  DRAFT H&S Meeting Minutes 11/7/2023
- a. 1. KS 2. AK

D. PRESIDENT REPORT

- a. Thank-Yous
 - i. Adult Social: Ryan Doornbos & Mandy Gilkes & Committee
 - ii. Art from the Heart: Rebecca Bailey, Maggie Rubin & Kat Stark
 - iii. Assemblies: Matt Wilhelm
 - iv. Health and Safety: Maaria Syed
 - v. Jingle Bell Junction: Alicia Klabunde and Anne Walker
 - vi. Marquee: Laura Goepel
 - vii. Room Parents: Mackenzie Henry, Liza Hood & Katie Smreczak
 - viii. SFCP: Amy Allen, Stu Hong, Nicole Rice
 - ix. School Enhancements: Kristin Turnbull
 - x. Spirit Wear: Nicole Anderson & Christine Navea
 - xi. Staff Appreciation, Gifts: Allison Kellogg & Megan Pagnucci
 - xii. Staff Gift Cards: Christal Bagel and Molly Simnick
- b. General H&S Updates
 - i. Giftmart update
 - 1. Families shopped the weekend of December 2-3, great success!
 - ii. [NNHS family wear sale](#)—order by 12/15
 - iii. Winter break camps at [NNHS](#) (softball, volleyball, football) & [NCHS](#) (all sport, baseball)
 - iv. Holiday Giving Program
 - 1. Visit <https://nef203.org/how-to-help/donate.html> and select “Holiday Giving” from the dropdown menu.
 - v. [Glenbard GPS](#) parent programming
 - vi. [Draft calendar for 2025-26](#)
 - vii. Incoming kindergartners—spread the word!
 - 1. Kindergarten preview 3/11
 - 2. Non-attendance day for current kindergarteners
 - viii. Substitutes still needed—[apply here!](#)
 - ix. Good news: Share good news/celebrations with the District.
 - 1. Committee chairs, please send photos and information of celebrations


to Megan & Colleen to pass along.

- c. Prairie H&S Updates
 - i. School Enhancement
 - 1. Sail structure installed; shade cover to go up in spring
 - ii. Jingle Bell Junction
 - 1. Would like a separate/earlier shopping time for younger kids
 - 2. Would like to have more assistants for kids to shop independently
 - iii. New Spirit Wear
 - 1. Beanies + stickers
 - iv. Adult Social
 - 1. 2/9 at Seven Bridges Golf Club
 - 2. Today is the last day for early bird tickets
 - v. Art Awareness
 - 1. Second trimester beginning
- d. Upcoming H&S Events
 - i. 12/22: Room Parties, 1:30-2:15
 - 1. Email will be coming out this week
 - 2. All volunteers must sign the confidentiality agreement
 - 3. Up to 5 parent volunteers per classroom
 - 4. Will be two separate entrances (K-2 and 3-5)
 - ii. Now-12/22: Giving Tree donations: new hats, mittens and scarves needed
 - iii. 1/26: Coffee with the Principal and Board
- e. Contact the board with any questions or suggestions:
 - i. Megan Pagnucci, prairiehs@gmail.com,
Colleen Troupis, prairiecopresident@gmail.com,
 - ii. Stuart Hong prairieschoolvp@gmail.com
 - iii. Allison Kellogg, prairiesecretary@gmail.com
 - iv. Derrick Allen, prairietreas@gmail.com

E. VICE PRESIDENT REPORT

- a. Confidentiality Agreement
- b. Elections are coming up; next week an email will be coming out soliciting nominations for Co-president, Vice President, and Treasurer
- c. Every position is a two year commitment; parents with youngest children in 4th or 5th grade are not eligible

F. TREASURER REPORT

- a. Review current year account reconciliations, P/L reports and transaction detail reports. [November 2023](#)
 - i. Savings - \$5,561.63
 - ii. Checking - \$51,368.00 Bank - \$48,903 Book
 - 1. Approval of Reports
 - a. Vote to Approve (November P&L)
 - i. KS 2. LG All in favor.
- b. 2023-2024 October 2023 Budget
 -  Budget Planning Worksheet_2023-2024-update.xlsx
- c. Forms

- i. Deposit form is available in the Prairie office - cash needs 2 signatures
- ii. Check request form is on the Prairie volunteer google drive and H&S website
- d. All payments need to go through Prairie office
- e. Cannot reimburse tax - Tax exemption certificate on volunteer google drive

G. SECRETARY REPORT

- a. Correspondence
 - i. Staff
 - ii. Thank-yous
- b. Attendance Raffle - Prairie Winter Beanie
 - i. Winner: Katie Smreczak

H. PRINCIPAL REPORT

- a. Celebrations
 - i. Students participated in a virtual Veterans Day Assembly and Mrs. Anderson with the help of student council volunteers created a beautiful banner that was presented to Mrs. Dunlap's nephew who is serving in the armed forces.
 - ii. Our students and families collected toys for Giftmart that supports families in need during the holidays.
- b. New Staff
 - i. Marissa Roberts – new full time social worker
 1. Message from Mrs. Roberts: I'm Marissa Roberts and I am so excited to join the team at Prairie Elementary in January! I grew up locally in the Naperville/Plainfield areas before moving to Washington D.C. for college. I spent five years in Washington D.C. completing both my undergraduate and graduate degrees both in linguistics at Gallaudet University. I moved back to Illinois and worked as a sign language interpreter and sometimes substitute teacher while completing my MSW at Aurora University. Throughout my MSW program, I completed my first year internship as a clinical therapist intern at Linden Oaks Mental and Behavioral Health Hospital in Hinsdale working primarily with adolescents at the outpatient partial hospitalization level. For my second year internship I was at Hinsdale Middle School where I worked predominantly with the 7th grade grade-level students (students with IEPs, 504 plans, and general education students) and also spent a little time in a multi-needs classroom. I had opportunities to shadow elementary school social workers in the Hinsdale district and found that I absolutely loved that age range, so I am thrilled to be working in elementary education! On a personal note, I got married in August 2021 to my husband who is from England (and who is now the biggest Naperville fan because it is the most "walkable" suburb). We had our first baby, Noah, in April of this year and we live close to downtown Naperville with our two orange cats, Slippers and Socks :) I am looking forward to meeting all of you and collaborating with you all!
 2. Jenna Mille and Keith Cappel – new building permanent subs.
- c. Report Cards
 - i. Just a reminder that report cards are accessible for parent viewing. If you have not done so, please make sure to log to view your student's progress.

- d. Winter Room Parties - December 22nd
 - i. The same process used for our fall classroom parties will be utilized for winter. Name tags will be pre-printed and picked up before heading to classrooms. Only those with name tags will be allowed into the parties
- e. Winter Break
 - i. Students will be in winter break from Friday, December 25th – Friday, January 8th. School resumes for students on Tuesday, January 9th.
- f. MAP Winter Testing
 - i. Students in grades K-5 will take the winter MAP assessment in January. Ms. Brandes is working with the grade levels to schedule this assessment and information regarding testing will be shared with families.
- g. Open House
 - i. Open House will occur February 1st from 6-7. I will share more specifics closer to the event.
- h. Recess
 - i. Students will participate in outside play whenever the wind chill is above 0 degrees. Please assist your child in dressing appropriately. In winter, students need boots, gloves and snow pants to play in the snow. Students not dressed in appropriate attire will be restricted to blacktop play only.
- i. Thank You
 - i. Thank you for all you do to make Prairie such a wonderful community. The staff and I are wishing you a wonderful break and a happy and healthy 2024.

I. TEACHER REPRESENTATIVE REPORT

- a. Prairie staff would like to send a big thank you again for the snack cart...it's always a fun treat to see it filled. Also, we appreciate all the work put into Jingle Bell Junction and the staff gift cards. We know it is a lot of time for both, especially this time of year. Thank you and Happy Holidays!!

J. COMMITTEE REPORTS

- a. Verbal
- b. Written reports attached.

K. NEW BUSINESS

L. MOTION TO ADJOURN

- a. KS b. KB

M. UPCOMING EVENTS

- a. Wednesday, December 13: Chorus Concert, Prairie Gym, 7:00 PM
- b. Monday, December 18: Board of Education Meeting, 7:00-9:00 PM
- c. Friday, December 22: End of First Semester (NO SCHOOL-Winter Break from 12/25/23-1/5/24)
- d. Monday, December 25: Christmas Day
- e. Monday, January 8: NO SCHOOL: Institute Day
- f. Tuesday, January 9: Classes Resume
- g. Friday, January 12: Spirit Day (first Friday of the month): Wear GREEN to show your Prairie PRIDE!

- h. Monday, January 15: NO SCHOOL-Martin Luther King Jr. Day
- i. Tuesday, January 16: Home & School Meeting, 9:00 AM in Multi-purpose Room
- j. Monday, January 22: Board of Education Meeting ([open session](#)), 7:00-9:00 PM
- k. Friday, January 26: Meet the Board/Coffee with the Principal in the Multi-Purpose Room, 9:00 AM
- l. Thursday, February 1: Prairie Open House, 6:00 PM

H&S Committee Reports

Month: December 2023

Committee: Adult Social

Chair/contact: Ryan Doornbos and Mandy Gilkes (prairieschoolsocial@gmail.com)

Tickets now on sale- early bird pricing at \$50 a ticket in place until 12/12. After that ticket prices will increase to \$55 a ticket for the duration of the sale. Flyers have gone home in youngest and only, WAAG, Talk 203 and facebook posts advertising the ticket sales. Committee

Committee: Jingle Bell Junction

Chair/contact: Anne Walker and Alicia Klabunde (prairie203JBJ@gmail.com)

Jingle Bell Junction was held Saturday, December 2nd, 2023 from 9 am - Noon in the MPR of Prairie School. This was the first year in several years that the event was held on a Saturday, as requested by administration. Accordingly, expectations regarding attendance and proceeds were lowered from previous years. Local vendors were invited to participate in an attempt to attract participation. Additionally, doughnuts were sold for \$1 and coffee was provided free of charge. Expectations were exceeded in attendance and proceeds, with 212 transactions conducted over the course of 3 hours, with a gross sales of \$5,131.00 and a 5% profit of \$256.55 achieved. Feedback from vendors suggests that participation was worth their time. Early critical feedback of event planning encourages increasing the number of checkout stations from three to minimize wait time, increasing the number of volunteers from seven per shift and potentially increasing the profit margin from 5 to 10% for Home and School.

Committee: SFCP (School Family Community Partnership)

Chair/contact: Amy Allen, Stu Hong, Nicole Rice (prairiesfcp@gmail.com)

SFCP will be organizing an All-School Reading Event in the new year. The book our school will be reading will be Wishtree, by Katherine Applegate. Our goal is to make this event both educational and fun for the whole school. We plan to have raffles, prize giveaways, guest readers and more! The event will end with our very own "Wish Day" where students can hang their wish on our very own Wish Tree. We will give more details about this event over the next few weeks.