




Home & School Meeting September 12, 2023
Multipurpose Room at Prairie-9am

A. CALL TO ORDER 9:05 MP

B. WELCOME

- a. Opening
- b. Introductions (Presidents, Vice President, Treasurer, Secretary, Principal, Assistant Principal)

C. APPROVAL OF MINUTES

- a.  DRAFT of H&S minutes 5/9/2023
- b. 1. MH 2. TC

D. PRESIDENT REPORT

- a. Thank Yous
 - i. Erika Gerdes and Liza Schramm, Staff Food Chairs
 - ii. Carolyn Buckingham and Anne Walker, School Supply Chairs
 - iii. Kari Buttera and Brittany Piszynski, Prairie Fest Chairs
 - iv. Erica Bennett and Julie Belloli, Prairie Partners Chairs
 - v. Allison Kellogg and Megan Pagnucci, Staff Gifts Committee Chairs
 - vi. Laura Goepel, Prairie Marquee Chair
 - vii. Pamela Harambasic and Meghan Lymangood, Special Projects Chairs
 - viii. Picture Day volunteers
 - ix. Matt Wilhem, Assemblies Chair
 - x. Liza Hood and Shelley Scarbrough, 5th Grade Special Projects Chairs
 - xi. Jenny Boucher-Hayes and Sarah Sommer, Garden
 - xii. Nicole Anderson and Christine Navea, Spiritwear
 - xiii. Liza Hood, School Enhancements Chair
 - xiv. Kat Stark and Sarah Daniluk, Birthday Books
- b. General H&S Board Updates
 - i. Liaisons for 2023-24 School Year
 - 1. General Home & School-[Nicole Kmetz](#)
 - 2. Board of Education-[Amanda McMillen](#)
 - a. Ms. McMillen is attending Prairie Fest on 9/13. Please welcome her to the Prairie community if you see her and her family.
- c. Prairie H&S Updates
 - i. Fun Run 2023
 - 1. [School Wide Goals](#)
 - 2. [Nightly Challenges](#)
 - ii. Committee Chair Openings (1)
 - 1. Assemblies (co-chair position)

- iii. [Volunteer Signup Form](#) - going out in a Talk 203 tomorrow
- iv. [Confidentiality Agreement](#) - everyone coming into the building as a H&S volunteer will be required to sign
- v. [H&S Meeting Schedule](#)
- d. Upcoming H&S-Sponsored Events
 - Prairie Fest: This Wednesday, 9/13, 5:00-7:30 p.m.
 - Fun Run: Tuesday, 9/19. Schedule [here](#).
 - 5th Grade Breakfast Bonanza: Friday, September 29, 9:30 a.m.
 - National Walk, Bike and Roll to School Day: Wednesday, October 4
 - Outdoor Ed (5th Grade): Wednesday, October 4
- 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. Week at a Glance
 - i. Submissions are due by noon on Wednesday for the following week.
 - ii. Email to Stuart Hong at prairieschoolvp@gmail.com.
 - iii. Links to flyers need to be marked as shareable. Can attach PDFs or google doc links (preferred).
 - iv. Please note if you want to run for multiple weeks.
 - v. If you have a submission, review the draft on Thursday and give your approval.

F. TREASURER REPORT

- a. Approve School Tool Box Invoice for \$2,294.18 (Budget was \$1,500)
 - i. Vote to Approve
 - 1. SS 2. TC All in favor.
- a. Review current year account reconciliations, P/L reports and transaction detail reports
 - [August Reports](#)
 - [July Reports](#)
 - [June Reports](#)
 - [May Reports](#)
 - i. Savings Account - \$5,002.90
 - ii. Checking Account - \$33,168.59
 - iii. Approval of Reports
 - 1. Vote to Approve (August P&L)
 - a. SS 2. JB All in favor.
 - 2. Vote to Approve (May, June, & July P&L)
 - a. SS 2. MH All in favor.

b. 2023-2024 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 H&S website

d. All deposits need to go through Prairie office

e. Cannot reimburse tax - [Tax exemption certificate](#)

G. SECRETARY REPORT

a. Correspondence

- i. Staff
- ii. Thank-yous
 - 1. Ms. Atwater
 - 2. Ms. Didzbalis

b. Email sent to committee chairs to e-sign Policy and Procedure forms.

c. Attendance raffle winner: Laura Goepel

H. PRINCIPAL REPORT

a. Thank You

- i. Thank you for an amazing kick off to the 23-24 school year. From your attendance at Meet the Teacher, participation in Curriculum Night, the Welcome Back breakfast, and most importantly being there to support your learner as we started a school year, the staff and I appreciate all you do.

b. Parent/Teacher Conferences

- i. Parent/Teacher Conferences will be held virtually on Thursday, October 12th from 5:00-8:30pm and Friday, October 13th from 8:00-12:00. PTC Wizard will be utilized to schedule conferences. Sign up for conferences begins on Thursday, September 21st and closes on Thursday, October 5th.

c. Staffing

- i. Kaitlin Taylor started yesterday as our building permanent sub. We are still looking for an additional building substitute as well as a permanent social worker. For now Mrs. Rittgers will continue to support Prairie in the role of social worker along with our part time social worker, Mrs. Bredow. Mrs. Boesso will be out from January-May on maternity leave.

d. Testing

- i. We are still in the midst of fall testing. Students in K-5 took the MAP assessment and are currently in the process of taking MAP Reading fluency in lieu of the F/P assessment. Students in grade 3 are gearing for honors math testing. Any testing questions should be directed to your child's classroom teacher or Ms. Brandes. This year there is an opt-in for honors math testing.

e. From the Health Office

- i. Please forward any emails, notes or messages about students leaving for appointments/for the day/vacations or any information related to medication or health concerns. Parents don't always share this with the health office.

f. No watch DOGS - Lunch and Play Program

- i. We have made the decision to do away with the Watch DOGS program in lieu of something that we hope will be more inclusive. This year we are rolling

out a Lunch and Play program for our families. The purpose of the program is two-fold: to provide an opportunity for parents/guardians to join their student(s) during lunch as well as to assist students during recess by leading organized play with groups of students. More information will be forthcoming.

I. TEACHER REPRESENTATIVE REPORT

- a. Please share a HUGE thank you from Prairie staff for all the help with back to school. It made the start of the year a smooth transition. We also loved the cart refill of snacks and the back-to-school breakfast was delicious!! We are excited for a great school year with a strong H&S partnership!

J. COMMITTEE REPORTS

a. Verbal

i. Tia Claffy

1. Yearbook: 5th grade cover contest has started; presentations began today and submissions are due by 9/29

ii. Liza Hood

1. Room Parents: room parent sign up is out; closes on 9/15. Sign-up genius is in the WAAG and a Talk 203. Once closed, will send out a list of volunteers per teacher, then sign-up will open for individual parties.
2. 5th Grade Special Projects: planning Breakfast Bonanza; students will be getting their 5th grade t-shirts that they can wear to Outdoor Ed
3. School Enhancements:
 - a. New signage went up over the summer to unify the look of signage
 - b. New window clings in LC
 - c. New mural in LC
 - d. Protector over mural in hallway
 - e. Prairie Dog Den sign installed
 - f. Floor circle in front entryway replaced; protector installed to make it less slippery
 - g. New vinyl fencing for garden will be installed this Saturday; old fence removed
 - h. Shade sails will be installed on the patio of the Prairie Dog Den; may be installed this fall but possibly will be pushed to spring.

iii. Megan Pagnucci

1. Brick sales will open again in November

b. Written reports attached.

K. NEW BUSINESS

L. UPCOMING EVENTS

- Wednesday, September 13: Prairie Fest, 5:00-7:30PM
- Monday, September 18: Board of Education Meeting, 7:00-9:00 PM
- Tuesday, September 19: Fun Run Day

- Friday, September 29: 5th Grade Breakfast Bonanza, 9:30 AM
- Monday, October 2: National Custodial Worker's Day
- Wednesday, October 4: Outdoor Education for 5th Grade, 8:30 AM-5:30 PM
- Wednesday, October 4: National Walk, Bike and Roll to School Day
- Monday, October 9 to Wednesday, October 11: Prairie Book Fair
- Tuesday, October 10: Home & School Meeting, 9:00 AM in Multi-purpose Room
- Thursday, October 12: NO SCHOOL-Institute Day & Parent/Teacher Conferences, 5:00-8:30 PM
- Friday, October 13: NO SCHOOL-Parent/Teacher Conferences, 8:00 AM-12:00 PM
- Monday, October 16: Board of Education Meeting, 7:00-9:00 PM
- Monday, October 23: Vision and Hearing Screening
- Wednesday, October 25: Picture Retake Day
- Friday, October 27: Occupational Therapy Day
- Tuesday, October 31: Fall Classroom Parties

H&S Committee Reports

Month: September 2023

Committee: Assemblies

Chairs: Matt Wilhelm (prairieassemblies@gmail.com)

Thanks to everyone for making the Basketball Jones assembly a success. The kids really seemed to enjoy it, and I heard great feedback from some of the teachers I talked to. Thanks, and let me know if you have any suggestions for other assemblies. I think we will have at least one more in the spring.

Committee: Prairie Fest

Chairs: Kari Buttera and Brittany Piszynski (prairieschool.fest@gmail.com)

Prairie Fest is scheduled for Wednesday, 9/13 from 5-7:30pm. There will be bounce houses, food trucks, face painting, DJ and more.

Committee: Prairie Directory

Chairs: Michelle Weisseg (prairiedirectory@gmail.com)

Directory Spot has been updated for the current school year.

M. MEETING ADJOURNMENT 9:30

1. JB 2. LB