



Home & School Meeting, December 10, 2024
Multipurpose Room at Prairie, 9 a.m.

A. CALL TO ORDER

a. CT 9:02am

- i. Attendance: CB, NS, MO, AN, EW, MF, WW, LG, EN, AC

B. WELCOME

C. APPROVAL OF MINUTES

a. [DRAFT H&S Meeting Minutes 11/12/2024](#)

- i. CB ii. MO

D. PRESIDENT REPORT

a. Thank Yous

- i. Assemblies: Matt Wilhelm & Laura Goepel
- ii. Author Visits: Jennifer Borja & Lonna Hancock
- iii. Coventures: Amy Heitzman & Emily Norton
- iv. Family Connections: Kasey Gilliam
- v. Fundraising: Kristin Turnbull
- vi. Jingle Bell Junction: Melissa Fox, Alicia, & everyone who volunteered
- vii. Marquee: Laura Goepel
- viii. Prairie Adult Social: Ryan Doornbos & Elaine Wendorf
- ix. SFCP: Stu Hong, Mandy Loh & those who helped during Bingo
- x. Social Media: Bridget Karnick & Erica Bennett
- xi. Spirit Wear: Nicole Anderson, Michele Larson & Christine Navea
- xii. Staff Appreciation: Food: Liza Schramm & Michelle Weisseg
- xiii. Staff Appreciation: Gifts: Christine Cox, Laura Gniadek, Ryan Doornbos & Hillary Lafferty
- xiv. Staff Gift Cards: Christal Bagel, Audrey Pollard & Molly Simnick
- xv. Yearbook: Carolyn Buckingham, Lisa Crisup & Karen Kuhn

b. General H&S Board Updates

i. [2026-27 DRAFT calendar](#)

- 1. [Feedback form](#)
- 2. Up for Board approval on 12/16

ii. Focus 203

- 1. January 14 (7 p.m.) & January 17 (9 a.m.)
 - a. 1/14 will be livestreamed; recording will be posted
- 2. "The How"--Learn how your input is shaping the "how" of innovation in education.
- 3. [Register to attend](#)
- 4. Watch [recording](#) of November session

- iii. Crosstown Classic
 - 1. Thoughts on afternoon of 10/18 (a Saturday) at NNHS
 - 2. Mill Street requesting feedback via [survey](#) by 12/22
- iv. Share good news with the district, #elevate203
- v. 2/25 is not an elearning day but in-person
- vi. Kindergarten registration starts 2/1
 - 1. Kindergarten preview 3/17
 - 2. Please share with Prairie office if you know an incoming kindergartener
- c. Prairie H&S Updates
 - i. Committee Chair meeting
 - 1. Friday, January 24, 1:20 p.m., MPR
 - ii. Adult Social
 - 1. 2/21, Cress Creek, early bird tickets now on sale
 - iii. Spirit Wear
 - 1. [Online store](#) open now until 12/15
 - iv. Spread Holiday Cheer
 - 1. Let our Prairie staff know they are gifts to us by sending [notes of appreciation](#) by 12/16
 - v. Upcoming Events
 - 1. Friday, December 20: Winter Parties - 1:30 p.m.
 - 2. Tuesday, January 14: Home & School Meeting - MPR - 9 a.m.
 - 3. Wednesday, January 15: Tentative SFCP parent event with Mrs. Dunne (social worker) on executive functioning, 7 p.m.
 - 4. Monday, January 20: Last Day to Order a Prairie Paws 24-25 Yearbook
- d. Contact the board with any questions or suggestions:
 - i. Tia Claffy, prairiehs@gmail.com,
Colleen Troupis, prairiecopresident@gmail.com
 - ii. Carolyn Buckingham, prairieschoolvp@gmail.com
 - iii. Allison Kellogg, prairiesecretary@gmail.com
 - iv. Nicole Anderson, prairietreas@gmail.com

E. VICE PRESIDENT REPORT

- a. Please send WAAG announcements the Wednesday prior to WAAG distribution.

F. TREASURER REPORT

- a. Review current year account reconciliations, P/L reports and transaction detail reports
 - i. Account Balances
 - 1. Savings - \$5,562.22
 - 2. Checking - Bank \$58,242.76 - Book \$56,913.79
 - 3. Cheddar Up - \$2,350 (Estimated balance end of November)
 - 4. PayPal - \$577.08 (Estimated balance end of November)
 - ii. Monthly Reports [November 2024 Financials](#)
 - iii. Approval of Reports
 - 1. WW 2. LG
- b. [2024-2025 Budget](#)
- c. Forms
 - i. Deposit form is available in the Prairie office - cash needs 2 signatures

- ii. Check Request Form - [Printable](#) or [Google Form](#)
- d. All deposits need to go through Prairie office with 4-part deposit form
- e. Cannot reimburse tax - [Tax exemption certificate](#)

G. SECRETARY REPORT

- a. Correspondence
 - i. Staff
 - ii. Thank-yous
- b. Attendance Raffle - choice of spirit wear
 - i. Winner: Whitney White

H. PRINCIPAL REPORT

- a. Thank You
 - i. Thank you, Home and School, for the staff luncheon. We appreciate your kindness and continued support.
 - ii. Thank you Mrs. Gilliam for the wonderful new organization of our lost and found. Items are much easier to see and access. As a reminder, all lost and found items left over winter break will be donated.
- b. Reminders
 - i. If there is a concern with or an incident that occurs when a student is in specials or under the supervision of another certified staff member, it is important to reach out to that staff member directly to discuss the concern and/or incident. The classroom teacher cannot speak to what occurred and it can put them in an uncomfortable situation.
 - ii. Winter Attire - Do not forget to ensure that students are dressed appropriately for the weather. Unless there is rain or the wind chill is below zero, we do head outside for recess.
 - iii. As we continue to prioritize safety and efficiency during morning drop-offs, we want to remind everyone that the **drop-off lane is for quick, pull-up and go** drop-offs only. To keep the flow of traffic moving smoothly, please remember to **keep your car moving** as soon as your child exits. If you need to take extra time to say goodbye, gather materials, or if you need to exit the vehicle with your child, we kindly ask that you **park on the side street** and walk your child to the building. This helps keep the drop-off lane clear for other families and ensures that all students get to school safely and on time.
- c. MAP Testing
 - i. Winter MAP Testing will occur in January. Ms. Brandes is finalizing the testing schedule with teachers and will communicate it to families once it is completed.
- d. Prairie PRIDE Lottery
 - i. This week we kicked off our Prairie PRIDE Lottery. This is our whole school behavior incentive program to recognize students that demonstrate positivity, respectfulness, independence, drive, and empathy. Students receive a postcard with Paws the Prairie Dog and have their picture taken as a group. Recognition will also be included in the WAAG.
- e. Winter Break

- i. Just a reminder that winter break is from December 23 - January 6. While staff is back in the building on Monday, January 6th, students do not return until Tuesday, January 7. The building is closed during that time and staff will not be checking emails.
 - ii. Please contact Mr. Zallis or Ms. Brandes with any urgent matters.
- f. Health Office Reminders
 - i. All absences, including extended vacations, are to be communicated to the health office. We are continuing to have issues with the health office not being made aware of student absences. While it is fine to share this with the classroom teacher, do not forget to include the health office on any such communications.
- g. Happy Holidays
 - i. On behalf of the Prairie Staff and myself, we hope your holidays are filled with joy, happiness and wonderful memories. Thank you for making the first part of the year so incredible. We are looking forward to a wonderful second part of the school year and continued adventures. Happy 2025!

I. TEACHER REPRESENTATIVE REPORT

- a. Please pass along how grateful we are for the wonderful lunch, drinks and snacks provided by H&S before Thanksgiving. This time of year is so busy for everyone and it means so much to know that many took time out of their day to organize and donate so that we didn't have to worry about a meal. We all hope you have a wonderful holiday season and winter break!!

J. COMMITTEE REPORTS

- a. Verbal
 - i. Community Coventures (Emily Norton & Amy Heitzman)
 - 1. Sales from the eat-out at Portillo's fundraiser totaled \$1,775, which raised \$355 for Prairie Home & School.
 - ii. Jingle Bell Junction (Alicia Klabunde & Melissa Fox)
 - 1. This year's event was held this past Saturday. There was a good turnout, with about 50 volunteers (including student volunteers helping younger students shop). The new layout helped to eliminate congestion and long lines. There were 7 vendors present and all gave positive feedback. Sales were \$5,171.25 (up from last year), including about \$30 from donut sales. 8 families purchased vouchers beforehand. 10 of the 11 snowman awards were redeemed. About half of the student body attended and participated.
 - iii. Staff Gift Cards (Christal Bagel, Molly Simnick, Audrey Pollard)
 - 1. Teacher selections are due tomorrow. Over 200 families donated, raising a total of ~\$21k in donations for over 100 staff members. Gift cards should be passed out by next Wednesday. The new platform used for collecting donations has been working relatively well.
 - iv. Yearbook (Carolyn Buckingham, Karen Kuhn, Lisa Crisup)
 - 1. Kindergarten self portraits are in process. 5th grade families are being asked to send in a kindergarten photo, which will be placed next to students' current picture. 5th graders are also working on their

"someday" quote. Teachers are being asked to share their adventures as well.

b. Written reports attached.

K. NEW BUSINESS

L. UPCOMING EVENTS

- Monday, December 16: Board of Education Meeting, 7 PM
- Friday, December 20: Winter Parties - 1:30 PM
- Monday, December 23 - Monday, January 6: Winter Break for Students
- Tuesday, January 7: School Resumes
- Tuesday, January 14: Home & School Meeting - MPR - 9 AM
- Monday, January 20: NO SCHOOL - Martin Luther King, Jr. Day
- Monday, January 20: Last Day to Order a Prairie Paws 24-25 Yearbook
- Tuesday, January 21: Board of Education Meeting, 7 PM
- Thursday, January 30: Open House

M. MEETING ADJOURNMENT 9:33am

1. CB 2. EN

H&S Committee Reports Month: December 2024

Committee: Yearbook

Chairs: Carolyn Buckingham, Karen Kuhn, Lisa Crisup (yearbookprairie@gmail.com)

The yearbook template is almost complete and volunteers will begin adding pictures soon! Currently, kindergarten is working on their self portraits and we are collecting 5th grade Kinder pics. Soon, we'll be working with 5th grade teachers to help the students create their 'someday' quotes. We have also asked that the teachers submit their 'most memorable adventure' to be added to the class pages.