



Prairie Elementary School

*Home & School Meeting, May 7, 2024*

*Multipurpose Room at Prairie, 9 a.m.*

A. CALL TO ORDER 9:30 CT

- a. [Link to copy of Meeting Sign In](#)

B. WELCOME

C. APPROVAL OF MINUTES

- a. [DRAFT H&S Meeting Minutes 4/9/2024](#)
  - i. 1. TC 2. CB (Bagel)

D. PRESIDENT REPORT


- a. Thank-Yous
  - i. 5th Grade Special Projects: Liza Hood & Shelley Scarborough
  - ii. Assemblies: Matt Wilhelm
  - iii. Birthday Books: Sarah Daniluk & Kat Stark
  - iv. Coventures: Kim Vigue & Kathryn Dillon
  - v. Marquee: Laura Goepel
  - vi. Prairie Day: Julie Belloli, Blaine Kosek, & Brittany Piszynski
  - vii. Special Projects: Meghan Lymangood & Pamela Harambasic
  - viii. Staff Appreciation, Food: Liza Schramm, Erika Gerdes, & Michelle Weisseg
  - ix. Staff Appreciation, Gifts: Allison Kellogg & Megan Pagnucci
  - x. Staff Gift Cards: Christal Bagel & Molly Simnick
- b. General H&S and 203 Updates
  - i. [Online Annual Update](#)—open as of May 1
- c. Prairie H&S Updates
  - i. School Enhancement
    - 1. Shade was installed and is being enjoyed by the Prairie community
      - a. Thank you to all involved in this project
    - 2. Fence has been repaired
    - 3. Bunny proofing is almost complete
  - ii. [Staff Gift Card](#) contributions closes tomorrow at 9pm
  - iii. Staff Appreciation Gifts
    - 1. Teacher Appreciation Week is underway
    - 2. Reminder to please bring in flowers for Thursday
    - 3. In need of volunteers to bring in desserts for Friday lunch
      - a. [Sign up here](#)
  - iv. Prairie Day is May 16.
    - 1. Want to be a station captain? Sign up [here](#).
    - 2. Want to volunteer at a station, help with setup/teardown and/or lend us some lawn games, tents and coolers? Sign up [here](#).
    - 3. Can't attend, but you'd still like to contribute? Help feed our amazing volunteers! Sign up [here](#):
- d. Upcoming H&S Events
  - i. [May 6-May 10](#): Teacher Appreciation Week
  - ii. [Wednesday, May 8](#): [Staff Gift Card](#) contribution deadline, 9:00 PM
  - iii. [Thursday, May 16](#): Prairie Day (rain date is Friday, May 17)([sign up here](#))

- e. Contact the board with any questions or suggestions:
  - i. Megan Pagnucci, [prairiehs@gmail.com](mailto:prairiehs@gmail.com),
  - Colleen Troupis, [prairiecopresident@gmail.com](mailto:prairiecopresident@gmail.com),
  - ii. Stuart Hong [prairieschoolvp@gmail.com](mailto:prairieschoolvp@gmail.com)
  - iii. Allison Kellogg, [prairiesecretary@gmail.com](mailto:prairiesecretary@gmail.com)
  - iv. Derrick Allen, [prairietreas@gmail.com](mailto:prairietreas@gmail.com)

#### E. VICE PRESIDENT REPORT

- a. Committee chair needs
  - i. Art Awareness (2)
  - ii. Author Visits
  - iii. Coventures (2)
  - iv. Fundraising
  - v. JBJ
  - vi. Special Projects (2)
- b. Thank you for allowing me to serve!

#### F. TREASURER REPORT

- a. Review current year account reconciliations, P/L reports and transaction detail reports. April 2024
  - i. Savings - \$5,561.87
  - ii. Checking - \$40,201.50 Bank, \$42,622.62 Book
    - 1. Vote to Approve (April P&L)
      - a. NA b. CB (Buckingham)
- 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
- f. Approve 2024-25 Budget
  - i. [2024-25 Budget](#)

#### G. SECRETARY REPORT

- a. Correspondence
  - i. Staff
- b. Attendance Raffle: Andy's gift card
  - i. Winner: Tia Claffy

#### H. PRINCIPAL REPORT

- a. Thank yous
  - i. Thank you for making Principals Day so special for me. I appreciated all the pictures, cards and goodies. Prairie is a wonderful place to be principal. I also want to thank you for making teacher appreciation week so wonderful for our staff.
  - ii. I also want to express my sincere appreciation and gratitude for our Executive Board all of our committee chairpersons and parent volunteers. Special thanks to our departing Executive Board members, Megan Pagnucci, Stu Hong and Derrick Allen for your dedication and service to the Prairie community. The Prairie staff and I are thankful for all you have done to make this an incredible school year.
- b. Online Registration and Annual Update

- i. Kindergarten Families please make sure you have completed the online registration to enroll your child in kindergarten in the fall.
  - ii. Returning Families, you should make sure to complete the online annual update to ensure that your student is enrolled at Prairie in the fall. Completion Date of May 23rd.
- c. After School Programming
  - i. We are in the process of reviewing our after school clubs and activities that we are currently offering to students. This means that some clubs may go away for a time to make room for additional opportunities for students. If you have an idea for a club or activity, please feel free to email me or Ms. Brandes or reach out to a member of the Home and School Executive Board.
- d. MAP Testing
  - i. Students in grades K-5 are in the process of completing their spring MAP assessments in reading and math.
- e. Report Cards
  - i. Trimester 3 report cards will be accessible online starting May 30th.
- f. Welcome New Prairie Staff and Some Current Staff in New Grades
  - i. April was a busy month as we worked to hire staff for the open positions we had available for the 2024-2025 school year. I know they will be a great addition to an already incredible staff. Please join me in welcoming:
    - 1. Jess Cundiff – Learning Behavior Specialist (joining us from Mill Street)
    - 2. Samantha Dunne – Social Worker (yes, we will have two full time social workers)
    - 3. Emily Fiedler – Art (joining us from Elmwood)
    - 4. Peyton Hardin – 5th Grade
    - 5. Jenna Millen – 4th Grade
    - 6. Katherine Smith – 5th Grade (joining us from Ellsworth)
  - ii. Along with our new staff, we have two current staff members that are moving into new grade levels next year. Erin Schwartz will be joining the 4th grade team and Erin MacDonald is heading to the world of kindergarten. I want to thank both of them for their flexibility and willingness to use their talents to support students in other grade levels.

#### I. TEACHER REPRESENTATIVE REPORT

- a. Please give a HUGE thank you for all the work that has gone into Teacher Appreciation Week! We are looking forward to an amazing week. We are so grateful to have such a wonderful H&S!

#### J. COMMITTEE REPORTS

- a. Verbal
- b. Written reports attached

#### K. NEW BUSINESS

- a. [Updated Bylaws](#) & [Nominating Committee Guidelines](#) for approval
  - i. 1. CB (Bagel) 2. TC All in favor.
- b. [Teacher Wishlist](#) for approval
  - i. 1. EB 2. CB (Buckingham) All in favor.
- c. [2024-25 Budget](#) for approval
  - i. 1. NA 2. CB (Bagel) All in favor.
- a. Approval for additional Staff Appreciation funds

- i. Seeking an additional \$1,200 to provide a nicer lunch to the entire staff (approx. 80 people) in addition to other Teacher Appreciation Week expenses. For next year, budget is being increased from \$750 to \$2500.
- ii. 1. TC 2. CB (Buckingham) All in favor.

L. MOTION TO ADJOURN

- a. 1. CB (Bagel) 2. AC

M. UPCOMING EVENTS

- a. May 6-May 10: Teacher Appreciation Week
- b. May 6-May 10: MAP testing continues
- c. Wednesday, May 8: [Staff Gift Card](#) contribution deadline, 9:00 PM
- d. Thursday, May 9: [5th Grade Fine Arts Program](#), 7:00 PM at Prairie Elementary
- e. Friday, May 10: Last Spirit Day of the School Year! Wear GREEN to show your Prairie PRIDE!
- f. Tuesday, May 14: Prairie Kindergarten Programs, MPR. All are welcome.
  - i. Ms. Atwater: 5:30 p.m.
  - ii. Mrs. Smith: 6 p.m.
  - iii. Mrs. LaPerna: 6:30 p.m.
- g. Wednesday, May 15: Kindergarten and 2nd Grade Dental Forms Due
- h. Thursday, May 16: Prairie Day (rain date is Friday, May 17)([sign up here](#))
- i. Wednesday, May 22: 5th Grade Pool Party, 4:30-6:30 PM (rain date is May 23)
- j. Thursday, May 23: 5th Grade Clapout, 2:15 PM
- k. Thursday, May 23: Last Day of School!
- l. Thursday, May 23: [Online Annual Update](#) deadline for all district students
- m. Monday, May 27: Memorial Day
- n. Thursday, May 30: Report Cards posted on [Campus Parent](#) website
- o. Sunday, June 16: Last day to order [School Supply Kits](#) for 2024-25

**H&S Committee Reports**

**Month: May 2024**

N/A