



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


A. CALL TO ORDER

- a. 9:04am CT

B. WELCOME

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

C. APPROVAL OF MINUTES

- a.  DRAFT H&S Meeting Minutes 5/7/2024
- b. 1. LD 2. RD

D. PRESIDENT REPORT

- a. Thank Yous
  - i. Birthday Books: Sarah Daniluk & Kat Stark Carpenter
  - ii. Directory Spot: Michelle Weisseg
  - iii. Fundraising/Fun Run: Katie Smreczak & Crystal Coon
  - iv. Garden Club: Jenny Bouchier-Hayes & Sarah Sommer
  - v. Marquee: Laura Goepel
  - vi. Picture Day Volunteers: Jeana Gluth, Gabby Rodemeyer, Heather Panfil & Aryissa Ferreira
  - vii. Prairie Partners: Meet the Board/Coffee with the Principal: Julie Belloli & Jillian McGrath
  - viii. School Supply Kits: Carolyn Buckingham & Anne Walker
  - ix. Social Media: Bridget Karnick & Erica Bennett
  - x. Spirit Wear: Nicole Anderson, Michele Larson, & Christine Navea
  - xi. Staff Appreciation: Food: Liza Schramm & Michelle Weisseg
  - xii. Staff Appreciation: Gifts: Christine Cox & Laura Gniadek
- b. General H&S Board Updates
  - i. Liaisons for 2024-25 School Year
    - 1. General Home & School-[Nicole Kmetz](#)
    - 2. Board of Education-[Melissa Kelley Black](#)
  - ii. District-wide adoption of [Profile of a Learner](#)
    - 1. [Newsletter](#) with additional details
    - 2. Will be rolled out to staff next week
  - iii. [School lunch survey](#)
    - 1. Open until mid-September
    - 2. Open to parents, students and staff

- 3. Switched to Organic Life last year; open to feedback
  - 4. Parents, students, and teachers can participate
- iv. 2026-27 district calendar planning starting soon
- v. [S.U.C.C.E.S.S. Cookout](#)
  - 1. Sunday, 9/15, 1-5 p.m., Seager Park
- vi. Crosstown Classic, October 23 (save the date)
  - 1. All elementary schools come together at NNHS
  - 2. Do not have to be a part of Run Club to participate
- c. Prairie H&S Updates
  - i. [Volunteer Signup Form](#)
  - ii. [Confidentiality Agreement](#)
    - a. If you signed this last year, you do not need to sign it again
  - iii. H&S Meeting Schedule:
    - Tuesday, September 10, 9:00 a.m.
    - Tuesday, October 8, 9:00 a.m.
    - Tuesday, November 12, 9:00 a.m.
    - Tuesday, December 10, 9:00 am
    - Tuesday, January 14, 9:00 a.m.
    - Tuesday, February 11, 9:00 a.m.
    - Tuesday, March 11, 9:00 a.m.
    - Tuesday, April 15, 9:00 a.m.
    - Tuesday, May 13, 9:00 a.m.
- d. Upcoming H&S-Sponsored Events
  - Prairie Fest: Wednesday, 9/18, 5:00-7:00 p.m.
    - Free fall festival on the east blacktop
    - Please bring cash for food trucks
    - Volunteer sign-up email will be coming
  - Fun Run: Thursday, 9/26. Schedule [here](#).
    - Primary fundraiser for the school year to fund the H&S budget
    - Official kickoff Tuesday 9/17
    - Can create a website for each student to distribute to friends and family
    - Will be set up on the east blacktop
    - Parents/guardians are welcome to attend; volunteers not needed
    - Prizes for all students regardless of participation
    - Students will also receive their grade-level colored t-shirt
  - National Walk, Bike and Roll to School Day: Wednesday, October 2
    - Typically police officers and the mayor attend
  - 5th Grade Breakfast Bonanza: Friday, October 4, 9:30 a.m.
    - Tie-dye t-shirts & special breakfast for 5th grade students
    - Opportunity for volunteers
- e. Contact the board with any questions or suggestions:
  - i. Tia Claffy, [prairiehs@gmail.com](mailto:prairiehs@gmail.com),  
Colleen Troupis, [prairiecopresident@gmail.com](mailto:prairiecopresident@gmail.com),
  - ii. Carolyn Buckingham, [prairieschoolvp@gmail.com](mailto:prairieschoolvp@gmail.com)
  - iii. Allison Kellogg, [prairiesecretary@gmail.com](mailto:prairiesecretary@gmail.com)
  - iv. Nicole Anderson, [prairietreas@gmail.com](mailto:prairietreas@gmail.com)

## E. VICE PRESIDENT REPORT

- a. Week at a Glance
  - i. Explain Week at a Glance
  - ii. Submissions are due by noon on Wednesday for the following week.
  - iii. Email to Carolyn Buckingham at [prairieschoolvp@gmail.com](mailto:prairieschoolvp@gmail.com).
  - iv. Links to flyers need to be marked as shareable. Can attach PDFs or google doc links (preferred).
  - v. Please note if you want to run for multiple weeks.
  - vi. If you have a submission, review the draft on Thursday and give your approval.

## F. TREASURER REPORT

- a. Review current year account reconciliations, P/L reports and transaction detail reports
  - [August Reports](#)
  - [July Reports](#)
  - [June Reports](#)
  - [May Reports](#)
- i. Savings Account - \$5,562.07
- ii. Checking Account - \$24,506.04
- iii. Approval of Reports
  - 1. Vote to Approve (May, June, July, August P&L)
    - a. August
      - i. LD      ii. WW
    - b. July
      - i. CC      ii. ML
    - c. June
      - i. LD      ii. ML
    - d. May
      - i. LD      ii. ML
- 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
    - 1. Emily Kozlowski - Lunchroom Supervisor Day
- b. Attendance raffle - Book Fair Bucks
  - i. Winner: Crystal Coon

## H. PRINCIPAL REPORT

- a. Thank you for a smooth start to the school year and for your attendance at Meet the Teacher as well as Curriculum Night. Students and staff are transitioning back into the routines of school and we are excited about the year ahead.
- b. Safety Reminders
  - i. Accessing the Building During School
    - 1. Must use Door 1 and be buzzed into the main office
    - 2. Driver's License or State ID will be run through our Raptor System (only need to do this on your first visit to the school)
    - 3. Issued a Temporary Badge that must be worn the entire time you are visiting the building
    - 4. Please remember to sign yourself out
  - ii. Supervision Before and After School
    - 1. Students should not be unsupervised in the morning before we open the doors at 8 am.
    - 2. Students playing on the playground or in the fields after school must have adult supervision.
- c. 5th Grade Specials Pilot Schedule
  - i. We are excited to share an exciting opportunity that Prairie will be piloting for the 2024-2025 school year. In an effort to look at the music experience for our students in an innovative way, we are excited to explore this new specials schedule that will be beneficial to all of our students in 5th grade.
  - ii. To accommodate full rehearsals for our band and orchestra students, we will be piloting an adjusted specials schedule. Students in 5th grade who participate in band and orchestra will attend full rehearsals weekly during one of their two weekly general music rotations. This means they will not miss any of their core academic classes to attend full band or orchestra rehearsals. Rehearsals will be integrated into their existing schedule and they will still participate in general music with Mrs. Boesso one day a week. The standards and quality of music instruction will remain consistent.
  - iii. The remainder of the students, who are not in band or orchestra, will be mixed with students from other classes. This new arrangement is similar to the junior high model of "exploratories," where students have the opportunity to interact with students in other classrooms. Students will still participate in PE and music two times a week and art and LC one time a week.
- d. Staff Email Response
  - i. Please allow 24 hours for staff to respond to email during the school week. On the weekends, there is no expectation that staff is checking emails so the response time will be longer.
- e. Talk 203
  - i. Do not respond directly to Talk 203 messages. If you have a question, please email the staff member directly using their school email address.
  - ii. Official communications from Prairie will come from the following sources:
    - 1. WAAG, Talk 203, Website, Twitter
- f. MAP Growth
  - i. Students in K-5 recently completed their fall MAP Growth assessment in reading and math. Scores will be coming home September 13th. This assessment is just one data point that provides valuable insights into a

student's growth and learning. However, it is important to remember that it is not the sole indicator of a student's progress. Teachers at Prairie use multiple measures to monitor and plan for each student's success, including classroom assessments, observations, daily work, and other formative tools. This comprehensive approach ensures a well-rounded understanding of each student's needs and strengths.

- ii. Parent/teacher conferences sign-up will be emailed out next week
- g. Prairie Big Dogs program continuing this year
  - i. 5th grade students attend recess with younger students (Kindergarten and 1st grade) to organize games and assist younger learners

#### I. TEACHER REPRESENTATIVE REPORT

- a. Please share a HUGE thank you for such a smooth transition back to school. We appreciate you organizing new student tours and supply boxes as well as the delicious take and go breakfast our first Friday of school. We are excited to work together this school year with H&S!!

#### J. COMMITTEE REPORTS

- a. Verbal
  - i. Book Fair (Alyssa Connolly)
    - 1. Sign up genius was sent out this week for book fair volunteers
      - a. Need volunteers during the day 10/7-10/9, and during set up on Friday, 10/4
      - b. If you did not receive an email and would like to volunteer, email [prairiebookfair@gmail.com](mailto:prairiebookfair@gmail.com)
  - ii. Yearbook (Carolyn Buckingham)
    - 1. Planning meeting will be held on Wednesday 9/11 at 7pm in the LC
    - 2. If you can't make it but would like to volunteer with yearbook, email [yearbookprairie@gmail.com](mailto:yearbookprairie@gmail.com)
    - 3. No experience needed; volunteers take photos on their phones and upload to the Walsworth site
    - 4. 5th graders should have received information about the yearbook cover contest; submissions are due 9/27
- b. Written reports attached.

#### K. NEW BUSINESS

#### L. UPCOMING EVENTS

- Monday, September 9 - Friday, September 13th: 3rd Grade CogAT Testing
- Friday, September 13: Spirit Day - Wear GREEN to show your Prairie PRIDE!
- Tuesday, September 17: Fun Run Kickoff
- Wednesday, September 18: Prairie Fest, 5:00-7:00 PM
- Monday, September 23: [Board of Education Meeting](#), 7:00-9:00 PM
- Thursday, September 26: Fun Run Day
- Wednesday, October 2: National Walk, Bike and Roll to School Day
- Friday, October 4: Kickoff to 5th Grade Party, 9:30 AM

- Monday, October 7 to Wednesday, October 9: Prairie Book Fair
- Tuesday, October 8: Home & School Meeting, 9:00 AM in Multi-purpose Room
- Thursday, October 10: NO SCHOOL - Institute Day & Parent/Teacher Conferences, 5:00-8:30 PM
- Friday, October 11: NO SCHOOL - Parent/Teacher Conferences, 8:00 AM-12:00 PM
- Monday, October 14: Gr. 5 Outdoor Ed
- Tuesday, October 16: School Picture Retake Day Vision & Hearing Screening
- Tuesday, October 22: IL School Bus Driver Day
- Sunday, October 27: Occupational Therapy Day
- Wednesday, October 30: Vision & Hearing Rescreenings
- Thursday, October 31: Fall Parties - Parade 1:30 p.m./Parties 1:40 p.m.

## **H&S Committee Reports Month: September 2024**

**Committee: Assemblies**

**Chairs:** Matt Wilhelm ([prairieassemblies@gmail.com](mailto:prairieassemblies@gmail.com))

We have two assemblies scheduled for the year. On Thursday, November 21st we have Tim Hannig with Pro Kids Shows. Tim performed at Prairie two years ago and it was a huge hit. We will be hosting two daytime shows, along with a family night show. The family night show had an incredible turnout two years ago. On Tuesday, May 27th we have the Wheel of Wisdom scheduled. I still haven't received the contract from them yet, so I just sent a reminder email to them to send that over. But we have two assemblies scheduled for that morning, which should be on the last day of school. I might need a little bit of help promoting the family night show on November 21st, but other than that we should be good for the year. I should have some money left over in the budget, but I want to make sure we have Wheel of Wisdom locked in before speaking too soon.

**Committee: Yearbook** ([yearbookprairie@gmail.com](mailto:yearbookprairie@gmail.com))

We met with Principal Zallis last week about our theme and other pertinent details. We have scheduled a meeting for volunteers for September 11 at 7:30 p.m. in the LC. We intend to kick off the yearbook cover contest this week.

**Committee: Spirit Wear** ([prairiespiritwear@gmail.com](mailto:prairiespiritwear@gmail.com))

Let's show our Prairie Pride! The Fall SpiritWear Sale is NOW OPEN! Click on the link below to check out our collection and to make your purchases. Sale CLOSING on Friday, September 13.

<https://stores.inksoft.com/2024fallprairie/shop/home>

**Committee: Adult Social** ([prairieschoolsocial@gmail.com](mailto:prairieschoolsocial@gmail.com))

Reviewing budget and expectations for the Adult Social and hope to have a venue booked in the next two weeks.

M. MEETING ADJOURNMENT 9:48

1. LD 2. DH