

Lincoln Middle School PTO of Mount Prospect
“Virtual” Meeting Agenda - NOTES Date -
August 18, 2020

I. Call to order - 7:05 pm - *Present on teleconference: T. Sherrill; Michelle Lanzo; Kathy Mescino; Paul Suminski; Dawn Ardito; Angie Martinez; Zhaleh Pylawka - Dawn and Kathy II.*
Approval of June minutes - Dawn and Kathy III. Issues (External or Internal) to address - none to address IV. Officer's Reports

a. President - see “New Business” b. Treasurer - new treasurer, Michelle Lanzo or anyone else who is interested in taking over the role of treasurer, needs to have account information transferred from Kevin Walsh; Paul Suminski will reach out to Kevin Walsh to see what needs to be done regarding this. c. Membership - Cathie Tourtillott d. Activities - no report e. Communications - no report V. Principal - Paul Suminski

a. Teachers are participating in professional development this week (specific technology training).
b. A lot of planning and decision making is taking place to provide the best possible educational experience for the students and families. It's not an easy task to take on, but staff is persevering. c. Clubs/Sports - Discussions are taking place to determine safety measures are being met. The majority of them will be tabled, unless options can be shared regarding maintaining proper social protocols. d. Zhaleh requested Paul to reach out to the community to participate in PTO meetings that take place every third Tuesday of each month. Topics may include offering ways for students to socialize. Paul stated he will share this information in the next LN newsletter. Next PTO meeting will be September 15, 2020. e. Other members interested in Staff Appreciation include Michelle Brunetti and Dawn Ardito. VI. Teacher Representative - none appointed yet VII. School Board Representative - Gerry McCluskey not in attendance; he apologized for not attending tonight and shared via email to Angie Martinez that he wasn't aware of the meeting. VIII. Committee Representatives – We will assign these at our September meeting.

a. Cultural Arts - no report b. Dynamite Night:
no report c. 8th Grade Graduation Activities: no
report

i __Decorating Date: ii __Picnic _____
Date: iii __Dance _____ Date: d. 6th Grade
Activities: no report e. 7th Grade Activities:
no report

f. Staff Appreciation: Zhaleh Pylawka suggested offering a gift of gratitude to the staff to help alleviate the stress of opening up school so differently this year. She suggested possibly a Target gift card. Another suggestion included asking staff for suggestions of what would positively impact students that could be purchased from the LN PTO.

i. Funds should be available to cover this cost. The amount should not be minimal, it should be substantial enough to make an impact.

ii. Paul will share the exact number of staff (about 60 people). g. Winter
Activities: Ski Trip IX. Old Business:

a. Chris Pellizzeri – SEPTO b. Teacher Appreciation - Banner
and video well received X. New Business:

a. 2021 Officer succession Planning – Board and Chair Positions

i. New appointees – get notes from previous board members b. Social Media/FB page - Zhaleh will reach out to Dawn to help set this up this year. c. Possibly utilize a google form process for membership purposes (Dawn Ardito). d. Zhaleh inquired whether or not PTO Membership should be suspended this year. Or, possibly collect membership with the sole purpose of funding teacher activities. This can be further discussed at our next meeting. Paul seconded the idea to wait to see how much we have currently in our budget and believes suspending membership this year may be a good idea and to carry over last year's budget to cover this year's costs. e. Gaining access to our treasurer's report is highly recommended, and should be added to the minutes. XI. Adjournment - 7:56 pm, Dawn and Angie

NEXT MEETING TUESDAY, SEPTEMBER 15TH AT
7:00 P.M.

To be used in September's meeting:

Position 2019-2020 Remain 20-21 Interest Withdraw

X

President Terrence

Sherril
I

X Zhaleh Naghibzadeh

Secretary Kathy

Mescin
O

Monica
Perez X

VP Membership Ayako

Pianett
O

Treasurer Kevin Walsh

Cathie
Tourillott

Edward
Henrique
Z

X

VP Activities Susie Alaniz

Cultural Arts Cathy

Jen
Escobar X

Tourillott

VP Communications Nicole

Sasanum
a

Jen
Escobar

	Dynamite Night Nicole		
		Sasanum a	
X			
	Staff Appreciation Dawn Ardito		
		Michell e Brunetti	Winter Activity Scott Kolasa
X			Mike Demstro m
	8 TH Grade Activities Dawn Ardito		
		Lara Matuszak	
	7 th Grade Activites Angie		
		Martinez	Francesc a Sherrill
	Francesca Sherrill		
			John Tui
		Collee n Burges s Michell e Lanza	Student Service Committee #
	6 th Grade Activities Tricia		
		Morandi	
	Angie Martinez?		Laura Vocke
		Geralyn Walsh	

According to the list last fall, the following people were interested for the following positions:

President: Kim Arvanites; Toula Castillo; Wayne Fujiwara; Zhaleh Naghibzadeh VP Membership: Jen Escobar; Lori Kristofka; Wincy Mathew; Lisa Siefert VP Activities: None Secretary: Bradaline Parrish; Francesca Sherrill; Paula St Louis; Laura Vocke Treasurer: Kim Arvanites; Michelle Lanza; Ioana Rarau Cultural Arts: Edward Henriquez Dynamite Night: None Staff Appreciation: Bradaline Parrish Winter Activity: Cathie Tourtillott 8th Grade Activities: Susie Alanis; Marcus Easter; Jen Escobar; Ioana Rarau

7th Grade Activity: Mary Fidler; Edward Henriquez; Cathie Tourtillott 6th Grade Activity: None Student Service Committee #: None

Lincoln Middle School PTO of Mount Prospect

8-18-2020

Name Sign-In/

Contact Information

Terrence Sherrill *teleconference*

Kathy Mescino *teleconference*

Paul Suminski *teleconference*

Dawn Ardito *teleconference*

Zhaleh Pylawka *teleconference*

Michelle Lanzo *teleconference*

Angie Martinez *teleconference*

- NEXT MONTH MEETING AGENDA - Lincoln Middle School PTO of Mount Prospect Meeting Agenda Date - September 15, 2020

1. Call to Order 2. Approval of (August) minutes 3. Issues (External or Internal to address) 4. Officer Reports

a. President b. Treasurer c. Membership d. VP Activities e. Communications 5. Principal 6. Teacher Rep 7. School Board Rep 8. Committee Reps

a. Cultural Arts -

b. Dynamite Night -

c. Graduation Activities -

d. 6th Grade Activities -

e. 7th Grade Activities -

f. Staff Appreciation -

g. Winter Activities - 9. Old Business 10. New Business

a. 2021 Officer succession Planning b. Social Media/FB page c. Possibly utilize a google form process for membership purposes d. PTO Membership suspended or not? e. Treasurer's Report access 11. Adjournment

- PREVIOUS MONTH MEETING NOTES - Lincoln Middle School PTO of Mount Prospect "Virtual" Meeting Agenda - NOTES Date - June 16, 2020

I. Call to order – 07:04 p.m. – Present on teleconference: T. Sherrill; Michelle Lanzo; Kathy Mescino (tech to drop out); Robyn & Gerry McClusky; Cathie Tourtillott; Dawn Ardito; Laura Vocke) II. Approval of April Dawn Ardito) III. Issues (External or Internal) to address - None IV. Officer's Reports

a. President – Nothing to report – see new business. b. Treasurer – Not present

i. Discussed Michelle Lanzo possibly taking over as at least co-treasurer – she reached out to Kevin discuss. c. Membership

i. Cathie Tourtillott discussed remaining in her membership committee chair position and indicated that the new year starts. d. Activities – No report e. Communications – Not present V. Principal – Not present Representative – Not present VII. School Board Representative VIII. Committee Representatives – All activities cancelled – this section skipped over. **a. Cultural Arts**

i. Cathie Tourtillott ii. Jen Escobar Events:

b. Dynamite Night: 1/24/2020 COMPLETE

i. Nicole Sasanuma ii. Mary Jo Sexton **c. 8th Grade Graduation Activities:**

i. Robyn McCluskey ii. Laura Matuszak Events:

i. Decorating Date: 5/28/2020 ii. Picnic _____ Date: 5/29/2020 Day

iii. Dance _____ Date: 5/29/2020 Evening YARD SIGNS, etc.

d. 6th Grade Activities: 04/03/2020 CANCELED

i. Francesca Sherrill

ii. Tricia Morandi iii. John Tui Events:

e. 7th Grade Activities: COMPLETE i. Angie Martinez ii. Colleen Burgess Events:

i. Get Air _____ Date: 12/06 _____ f. **Staff Appreciation: COMPLETE** i. Geralyn Walsh ii. Michelle Brunetti

g. Winter Activities: Ski Trip 1/26/2020 COMPLETE

i. Scott Kolasa ii. Michael Denstrom IX. Old Business:

a. Chris Pellizzeri – SEPTO b. Teacher Appreciation:

i. Banner discussion ii. Video (very nice!) 1.
<https://www.wevideo.com/view/1713532576>

X. New Business:

a. 2021 Officer succession Planning – Board and Chair Positions

1. Have updated chart and will fill in with more people in fall 2. Discussed membership drive – (see below) School nights, etc. ii. New appointees – get notes from previous board members iii. Any new position the new “VP Communications” – determined that Nicole is doing a great job and we will discuss social media let us know if she needs help in her area. b. Communication and Marketing Plan –

i. Announcement to Lincoln parent community membership solicitation 1. When are 6th Back to School nights? (will they be in person or virtual?)

a. T. Sherrill will reach out to Principal Sumanski to determine if we can add a “PTO” materials and have parents pay PTO fees at the time of the registration and \$\$ will be increase membership and collections by making it easy and “one stop shop” 2. Social Media (Communications?)

a. Discussed Facebook page, etc. to make announcements, collections easier – discuss some type of payment ability through the site and will need to determine banking needs Store capability

a. Discussed possibility of connecting to social media – will need to work with Community done. ii. Other announcements: 1. Possibly utilize a google form process. 2. Revisit id Spot

a. Robyn McCluskey schooled Pres. Sherrill on what those things were. iii. Summer Planning Timing and Tra *meetings will be scheduled until the 3rd Tuesday in September (physical or virtual.) Discussed staying in c have ad-hoc teleconference off schedule if needed. 2. Special thank you to Robyn for pushing the PTO a she is happy this group is interested and appears to be moving in the right direction to keep the organiza Adjournment – 7:36 p.m. – consensus motion*