



**River Forest  
Public Schools  
District 90**

**Administration Building  
7776 Lake Street  
River Forest, Illinois 60305  
708-771-8282**

## **PTO Council Meeting Minutes September 20, 2013**

### **I. Call to Order**

The meeting was convened at 9:22 a.m. by Ed Condon at the District 90 office. In attendance: Lincoln – Nikki Elza; Roosevelt – Kari McGrath, Mary Vanker, Gerri Humbert; Willard – Marisa Green, Erin Eberle, Becca Kaufman; District – Merryl Brownlow, Larry Garstki, Tari Marshall; Board of Education - Liz Fischer

### **II. Welcome, Introductions and Meeting Schedule**

Dr. Condon welcomed the group and presented the updated PTO Council meeting schedule.

### **III. Approval of Minutes**

Minutes of the May 15, 2013, meeting were approved as presented.

### **IV. Role and Function of PTO Council**

Dr. Condon thanked all Council and PTO members for their partnership, time and efforts. He discussed the purpose of the Council meetings to share information from the schools and for the District to provide the PTOs with information. Returning members of the Council shared information related to the previous work of the Council that facilitated collaboration among the schools. They indicated that it is valuable to meet their counterparts at the other schools and the meetings open lines of communication.

### **V. Board of Education/COW Meeting Schedule**

Regular meetings of the Board are 7:30 p.m. Committee of the Whole meetings begin at 7:00 p.m. A schedule of 2013-14 meetings was distributed.

### **VI. Communications – PTO, District, School**

Dr. Condon discussed expanding the District's communications with PTOs. Tari Marshall explained the communications vehicles used by the District such as the Primer newsletter, Board and Committee of the Whole Highlights and Community Postcards. There was discussion about the website as a source of expanded information.

Council members indicated that there is some confusion among new families about the many web portals: District website, school websites, PTO websites and the Web Store. There was

discussion about how to improve user understanding about where to go for various functions such as signing up for Fun Lunches or paying school fees. Suggestions included a flyer explaining the functions of each site, adding explanations on the websites or combining functionalities. The Lincoln PTO provides a step-by-step guide. PTO Web Stores may add explanations of where to accomplish what parents need on the PTO site.

There was discussion about the new electronic registration process. It was suggested that a list of all the forms that are needed be listed at the beginning. It was mentioned that some parents complained about the privacy of some questions, such as those about divorced parents. Some people thought it was difficult to navigate or didn't want to answer all of the questions. It was noted that the system won't take out of country telephone numbers. There was discussion about ensuring that the form is inclusive of same sex parents.

Dr. Condon reported that the District had a higher completion rate earlier in the summer than in previous years. A higher percentage of residency documents were also turned in by the beginning of the school year. About 30 percent of documents were uploaded electronically. Dr. Condon indicated that he would like to be closer to 50 percent.

There was discussion of subscription functionality of the online Calendars and about investigating a filter by grade.

## **VII. District 90 Goals for 2013-14**

The District Vision and Goals for 2014 were distributed.

## **VIII. Common Core Literacy, Grades K-8**

There was discussion about the PARCC assessment and Common Core, with concerns expressed about some misinformation that may be coming from outside sources and media.

## **IX. PTO Presidents Share**

**Willard:** Open House was successful and well attended. They are selling a coupon book as a new fundraiser. Another new fundraiser is October 10 at Bee Home and Garden Center, which is for adults only. The Burger Boss fundraiser is October 1. The Pancake breakfast is coming up September 28 and the Disco Dance is October 4. Art Appreciation is doing public art this year.

**Lincoln:** Open House was well attended and Common Core presentations by teachers were well done. The Movie Night fundraiser on September 20 will kick off the year. They are cutting back on fundraising events and making those they do more significant. They are linking the funds raised to established goals. Newsletters will report how the funds are used. They are working on developing procedures for PTO event security outside school time.

**Roosevelt:** Open House went well, with teachers well-prepared. The PTO amended its bylaws and applied for incorporation. They will be filing for tax-exempt nonprofit status. The budget was completed and provided to members with a detailed list of where funds are proposed to be

spent. The PTO is splitting the cost of Fun Lunches for students who qualify for the free lunch program with the District. Few families took advantage of the vouchers offered by the PTO for school supplies. They will be asking families to donate their left over school supplies at the end of the year for use by needy students the following year. There was discussion about whether the District might include the cost of some supplies currently purchased by students such as tissues and paper towels in school supply fees.

## **X. Adjournment**

The meeting adjourned at 11:05 a.m.

**Next Meeting:** Friday, October 18, 9:15 a.m.