



## Hillcrest Elementary School PTA Meeting Minutes

*Date / Time* 9/16/2020 7:00 PM | *Zoom Meeting called to order by* President Healy at 7:04 PM

President Anne Healy opened the meeting by congratulating Mrs. Smith on her new baby, Emily. She also thanked Mrs. Rzepka for all of her efforts, as well as Mrs. Rowland and all of the teachers.

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### Principal's Report

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#### Mrs. Rzepka (Principal):

- Mrs. Rzepka expressed appreciation for ongoing partnership with PTA. So many families have reached out offering help and positive feedback. Thank you for the support.
- Transition days went well, trouble shooting and collaboration has been great.
- Remote learning is going relatively well. There are challenges for families and she appreciates ongoing feedback.
- Please let Mrs. Rzepka know if there is anything that they can do better.
- Finally we have received clarity in terms of new metrics that came out from the county. We are now given recommendations on when to open and close, and which learning model aligns with each phase.
- Summer planning tackled “minimum” phase, need to plan for “moderate” phase which is looking like a hybrid model.
- Have explored full remote and modified plans. Hybrid will be something in the middle- AM/PM sessions or a couple days each week. This is what will be figured out in the next couple of weeks.
- Full remote will still be an option, how to align is the challenge.
- Grade level planning approach is the priority. Return to onsite could mean changes in teachers/class lists.
- Hillcrest was #2 in number of students that chose online academy- 30% of students chose that when it was an option. There will be another survey that comes out.
- Dr. Russell will present plans to the Board of Education on September 28.
- It is likely that there will be a gradual phase-in because there are several considerations to be made with timing, transportation, staffing, and many other criteria.
- Approximately 15 students are on-site in attendance every day in DLP program.
- There have been updates/additions to the list of symptoms.
- Over the next couple of weeks there will be a realistic timeline created for after September 28 so that when we pivot we are set up for success. We may have to go back and forth. We do want continuity, but we will make a dynamic plan that will set us up for success.
- Will continue to share new info in weekly headlines.
- Curriculum night will be via Zoom next Thursday, September 24. There will be more information in this weeks Hillcrest Headlines. Materials will be available for parents who are unable to attend the Zoom.
- Curriculum night will be a live call where teachers will be presenting, similar to on-site presentations. There will be an opportunity to ask questions but there is a 30-minute time limit. If

you have questions ahead, send them beforehand and they could possibly add that info into their presentations.

- Mrs. Hesterman interested in getting print books into the hands of students. She is working with other teacher-librarians in the district on a book pick-up. Also interested in intermediate book clubs and trying to make live Zoom book fairs, etc.

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## Minutes

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Secretary Erin Cole presented the minutes of the May 20, 2020 meeting. The minutes were approved as presented.

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## Officers' Reports

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### Treasurer's Report (Presented by Kelly Fallon-Wilson)

- We received a \$50 donation in July.
- If you use Amazon, you can set up Amazon Smile to Hillcrest PTA. We received \$50.03 from that in August.

The financial report was presented for the month of June 2020.

- Income received in June: \$305.00
- Expenses paid in June: \$876.59
- Income less expenses in June: \$-571.59
- Checking Account Balance as of June 30, 2020: \$61,257.41

The treasurer's report was filed for audit.

The financial report was presented for the month of July 2020.

- Income received in July: \$300.00
- Expenses paid in July: \$1,214.90
- Income less expenses in July: \$-914.90
- Checking Account Balance as of July 31, 2020: \$60,342.51

The treasurer's report was filed for audit.

The financial report was presented for the month of August 2020.

- Income received in August: \$50.03
- Expenses paid in August: \$1,239.60
- Income less expenses in August: \$-1,189.57
- Checking Account Balance as of August 31, 2020: \$59,152.94

The treasurer's report was filed for audit.

Andrea Kareem reported on the planning for the 2020/2021 budget.

- Budget planning was tricky this year.
- Big things are that the fundraising budget dropped down, Game Night event has been pushed out to spring for now, and we have scaled back Hounddog Dash.
- Fun lunch may not happen this year.
- Digital media services won't change.
- We kept cultural arts experiences, will depend on what the year looks like. Often they happen in the spring.

- Partners In Art will not be the same as it was previously.
- We are being conservative with fundraising and keeping hard costs the same with the hope that some things will happen as usual in the spring.

A motion to approve the 2020/2021 budget was made by Kelly Fallon-Wilson, and seconded by Katrina Roeser. Motion carried.

- Audit committee has not happened yet. They will review the last six months of the fiscal year, and will meet this Friday September 18, 2020. The committee members are Kim Born, Jen Lockwood, and Karen Crowley.

#### President's Report (Anne Healy and Connie Pundmann)

- See the signup.com form for open committee positions.
- We still need volunteers for Holiday Shop, Open House fundraiser, one more volunteer to plan 6<sup>th</sup> grade breakfast, two 5<sup>th</sup> grade parents to run the 6<sup>th</sup> grade breakfast, Reading Games Chair, Website Coordinator and we can always use more committee members for all.

#### VP of Membership (Andrea Kareem):

- As of today we have 82 PTA members. There are 235 families at Hillcrest this year.
- Directory Spot update- it will be about a month or so before it's updated.
- Katrina Roeser asked- since things may change, will Directory Spot be organized by grade as opposed to by class, as in the past? Anne Healy answered that we could delay pushing it out or yes, just start out doing grade level and then add in teachers later. We will find out how difficult it is to make changes and then decide.
- Reminder that you can make a PTA donation when you sign up for your membership

#### VP of Marketing (Anna Jackson):

- Weekly emails are happening again. Submit information you want included for your committee by Sunday each week.
- Website Coordinator needed. The role could be as much or as little as you would like to make it. Mostly need maintenance of the website.

#### VP of Ways and Means (Susie Howe):

- Katie Suva reported on Charleston Wrap. Will be completely online this year. No paper packets. All products will be shipped to houses. Prizes will be awarded to students. Monday September 21 sales will begin. Trying to get every student to sell 1-3 items. Charleston Wrap is much more than just wrapping paper, like kitchen gadgets as well as personalized gifts. No one will be taped to the wall as a prize this year.
- Game night will not be happening on November 13 at the American Legion. Trying to come up with something for the spring, or new and improved ideas if that's not possible.
- Book Fair, usually held in November. Laura Litterst reports that last year we spoke about pushing it to spring but will be keeping it in the fall, possibly later in October, to prevent overlap of fundraising events and to take advantage of holiday sales. Using Anderson Bookstore for the fall. Might have second book fair in the spring and perhaps use another vendor.

- Box tops will continue. Hard box tops will need to be dropped off at school but there is a virtual app that you put on your phone and you can scan your receipt from grocery shopping.
- Downers Grove Girls Day out Thursday, September 24 from 10:00am-8:00pm. Shop or eat at any of the downtown retailers and 10% of sales go back to our school. Hand out “Hall Pass” at your retailer. School with most participation get an extra \$250, most attendance gets an extra \$100.
- Susie Howe mentioned KOHA, which is an easy app that has participating businesses. Snap picture of receipt and then the merchant donates back to the school.

#### VP of Programs – Academic (Beth Nelson):

- School supply kits- Marie Bucklar reported we sold 150 kits, 114 were picked up curbside. Rebate for kits was about \$1100. Shanes wasn’t able to fulfill hot items like Colorox wipes, Wet ones, and Purell so there will be a refund of about \$1200.
- Partners In Art- Katelyn Whoriskey said we will be starting out with live October/November Partners In Art Zooms. We need volunteers. Once people sign up it will be a similar process as before- sign up and then check in with teachers to pick a date and plan. Projects will need to be chosen carefully because of supplies that students will need to complete the work.
- Katrina Roeser explained that Landscaping and Grounds Committee has been changed to Beautification since district is taking over landscaping duties. A new idea is to have a focal point. Katelyn Whoriskey and April Katsfanas reported on rock garden idea where kids would paint rocks, and we could have a creek or riverbed with the rocks. Maybe have a color by grade. Chris Schlueter donated rocks. Kids could pick up rocks and those would be used to make up a 12 foot by 12 foot section. Maybe we could have one large rock in the center that Mr. Belonio could possibly paint? We might want to have some kind of a sign by the garden that says not to take/touch the rocks.\*
- Reflections- Katelyn Whoriskey reported the theme “I Matter Because...” Might have teachers post to Seesaw to announce it to students and have Anna Jackson include in PTA email. November 1 submissions due. Will send info the last week of September. Can’t do regular pizza lunch so maybe gift certificates for participants instead.
- Summer Math Club- Katie Suva reported that it was different this year, it was new packets with the district Bridges math curriculum. Library partnered with us, students submitted work online. Participation was about a third of what was usual. Next summer dates are scheduled with the library already.
- Beth Nelson, Katrina Roeser and Girlie O’Donoghue attended the (virtual) Premier Showcase to learn about the possibilities for virtual assemblies. There were options for both academic and entertainment based assemblies. Mrs. Rzepka asked for information to be emailed to her about any that look like they could be of interest to us.

#### VP of Programs - Social (Ilana Roth):

- New family mentoring- Lindsey Burnette was in charge, helped new families with questions, yard signs.
- Room Parent sign-up went out today from Susie Urbanski.
- Spirit wear link is always in Anna’s weekly newsletter
- Holiday shop- trying to come up with ideas to still be able to hold the event. Jackie Hake reported that we want to try to keep it fun for the kids. Could possibly use memberhub, looked at Fun Services website and there is a virtual option. Maybe we could try to have a Five Below “after hours” event.

Trying to come up with ways to keep it “kids only” so parents can still be surprised, like an easy wrap option if we do it in-person. Would need a lot of volunteers to make this event successful. Would need reservation system to make that happen.

- Hillcrest Facebook Page- feel free to join. Positive page for our families, lots of helpful tips.

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### Unfinished Business

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- There was no Unfinished Business

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### New Business

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- Anne Healy mentioned a program called Lights of Love. An area family started it and families can purchase Christmas trees to display in their yards to light up the neighborhoods. Great fundraiser for Downers Grove. Can be found on Facebook and can order through November 1 or until they sell out. Great to organize a whole neighborhood.
- Mrs. Rzepka has principal meeting Friday, expecting more discussion on what hybrid model will look like, to give families an idea before they have to commit again. Want families to be able to make well-informed decisions.
- Mrs. Rowland said these are challenging times for staff and everyone. The teachers miss the kids tremendously. They are staying safe and doing the best they can.
- There was discussion about whether or not the playgrounds are open. All schools are supposed to have playgrounds closed during school hours. This has been an issue. Teachers find the noise disruptive while teaching with windows open. Staff has had to ask families to leave the playground for this reason. There are signs posted on the playground stating that the playgrounds are closed during school hours.
- Next meeting will be October 7<sup>th</sup>.

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### Adjournment

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A motion to adjourn was made by President Anne Healy and seconded by Anna Jackson at 8:52 PM.

Respectfully submitted,

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Erin Cole, Secretary

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Anne Healy/Connie Pundmann, Co-Presidents