

RBHS PTO MEETING
Held on Monday, September 9, 2013

The meeting was called to order at approx. 7:05p.m. by our President, Pam Powers.

OPENING CEREMONIES: We started with Pledge of Allegiance. Everyone in attendance introduced themselves.

PRESIDENT REPORT: Pam reported what the Executive Board worked on over the summer to prepare for the opening of the 2013-2014 school year. Our PTO meetings will be every month, approx. 1 – 1.5 hours. We will have guest speakers at three meetings during the year. In October we will have a presentation regarding curriculum, in March it will be about summer options and resources and in January it will be about how to motivate our students. Pam reported that the PTO Board would like to improve our communication efforts with the families. PTO will have an online newsletter, an updated website and weekly newsfeeds. Thank you to Nancy Hopkins and Mary Judy for setting up our PTO weekly newsfeeds and updating our website. Only PTO members will be receiving the newsfeeds. The PTO has been evaluating its programs. We will once again be hosting the Day of Service. Last year we had 225 kids and 60 adults participate.

ADMINISTRATION REMARKS: Dr. Kevin Skinkis mentioned the three organizations that parents support, Education Foundation, PTO and the Boosters. He thanked everyone for their dedication to RBHS. He reported that RBHS financials have improved. The budget will be presented tomorrow, Thursday, July 18th to the Board of Ed. Dr. Skinkis stated that a balanced budget will be presented. We are not totally out of the woods yet. RBHS is receiving \$9 million before the first of the year from the state of Illinois as a result of a grant application the district filed more than 10 years ago. Some of the money will be used for capital improvements. A ten year life safety survey is currently being done. Some of the funds will be used for repair or replacement for the bleachers and locker room at the football stadium, the bleachers in the main gym and the tennis courts. Dr. Skinkis also reported that technology may be updated with the use of Chrome books. Assignments and homework will be done via the internet. We are looking to enhance our technology. There is now Wi-Fi in certain access points in the building for teachers, students, BOE to access. We are about two years out from our 1 -1 initiative. Dr. Skinkis reported that the teachers and BOE are still at the table about contracts. Talks are going good and hope to have updates in a month or so.

PRINCIPAL REPORT: Principal Bylsma reported that the year is off to a great start! Thank you to the PTO for a great family Freshman night. We had great attendance. The staff had an Institute Day and at that meeting they discussed the PTO, its vision and also membership to the PTO. As part of the Freshman welcome, RBHS has upper classmen come in and talk with the Freshman about conflict resolution. They do ice breakers and follow up with negotiations. We have a 90% reduction in verbal confrontations since this program has started four years ago. We also have a 58% reduction in fights. We will be having a character counts speaker coming this year. John Register will be coming to speak to the student body regarding how he overcame obstacles in his life. The students are using Naviance (parents also have access to this) to help them set development goals. They can identify their strengths and weaknesses. There was a survey done last spring that had very small participation.

SECRETARY'S REPORT: A motion was made by Doris Perry to approve the April 16, 2013 minutes, second by Jeannine Glavis-Cowell. All in favor, motion passed. Membership report: We currently have approx. 20 – 30 staff PTO members and approx. 296 parent members. We are still accepting memberships.

TREASURER'S REPORT: Renee Buksa, our Treasurer reported that as of June 30, 2013 the PTO had income of \$7,656.87 and expenses of \$12,067.99. Our checkbook balance is \$6,600. A financial review committee (3 members) needs to meet to review our financials and be done by Nov. 15th. Also, the music sponsors' treasurer's report should be included in the PTO Treasurer's report. A motion was made by Tari Marshall to approve the Treasurer's report, second by Heather Elwart. All were in favor, motion passed. **Federal Tax Exempt status:** Our Federal tax exempt status was revoked. The IRS changed filing requirements. There was no information received regarding our status being revoked. Renee is working on our last three year filings. We will submit an application for reinstatement and we will also need updated by-laws. We have been working with a local accountant to assist us with the filings, etc. We changed our name last year to PTO without legally changing it. Melinda Brom and Jeannine Glavis-Cowell have updated our by-laws to reflect Patron's Council. We will then need to do paperwork in a few weeks to change it to PTO. **Proposed 2013-2014 Budget:** Renee presented the proposed budget for 2013-2014. For revenue we added directory advertising. For expenses, we eliminated Prom expense and take your child to work. We increased accounting fees due to the forms being done for the IRS Filing. The fee is \$850 for re-application. We also increased directories to \$1100. A motion was made by Olga Andrusis to pass the 2013-2014 budget and accept the Treasurer's report from August 2013, second by Susan Huhndorf. All were in favor, motion passed.

PARLIAMENTARIAN: Jeannine Glavis-Cowell reported that our by-laws have been revised to reflect, Patron's Council. At our next meeting we will rescind prior by-laws as PTO. We need to remain consistent with the name of the organization. The Board does require us to be 501 (3) c (State tax is compliant.) Jeannine reported that the PTO website, Roberts' Rules, other by-laws and the BOE were used to revise our by-laws. We also incorporated School Board policies. Once we change to PTO, we will scale our by-laws down and we will add this information to the standing rules. Our standing rules are like operating procedures and our by-laws are like a constitution. Please direct any questions to Jeannine and we will approve at our next meeting. There will be no standing committees in the by-laws; they will be in the standing rules.

MUSIC SPONSORS: Doris Perry and Olga Andrulis reported for the Music Sponsors. The music sponsors support students, chorus, and instrumental groups. There are 105 families as members currently. The music sponsors will be looking at their volunteers. The music sponsors are raising money to purchase new band uniforms. Band uniforms are \$350 each. There will be a band trip in February, not June. There will be a Cheesecake Factory fundraiser. The music sponsors paid for two students to attend drum major camp. The cost was \$1600 each. There will be a band concert and participation at the IMEA.

COMMUNICATION: Mary Judy reported that her and Nancy Hopkins are co-chairing this committee. She reported that the new directory has been produced. Michele Kmet did work on the directory. The new addition to the directory is in the back with some advertising. We raised \$550 from these ads. We cannot distribute directories to these businesses unless they are members of the PTO. **Facebook:** We need to ask for pictures. Tari Marshall asked if anyone would want to be the chairperson (administrator) for our Facebook page.

OPEN HOUSE: Janell DiVittorio will set up the PTO table for the open house. We will have cookies and drinks. We will be accepting new memberships. **DAY OF SERVICE:** Will be on April 26th. We need a volunteer or two to coordinate this event.

WE ARE RB: PTO has a booth. We need a volunteer to chair this. **STAFF APPRECIATION:** This event is being chaired by Laura Surprenant and Teresa Jimenez.

We are in need of volunteers for the following: communications, website, newsletter and photos. We briefly discussed fundraising ideas. The PTO is currently funded solely through membership. Janell and Tari shared information on previous fundraisers. An email will be sent out to the membership to determine ideas/interest in a philanthropy/fundraising committee.

ANNOUNCEMENTS: The Clarion is live. Culinary tickets are still available.

Our next PTO meeting is on Monday, Oct. 7th at 7 p.m.

Submitted by,
Kathy Barcal – Secretary

DATES:

PTO Meeting-Monday, 10/7 at 7 p.m.

PTO Meeting-Monday, 11/4 at 7 p.m.

Veteran's Breakfast-Monday, 11/11

We are RB-Wednesday, 11/27