

## BFA General Meeting (via Zoom)

May 19, 2020

Approved at BFA General Meeting on 9/15/2020

**Members present:** Jennifer Khan, Katie Wyzukovicz, Janice Neme Foley, Meg Carter, Karen Semler, Megan Huber, Tracey Schmitz, Amy Weaver, Maria Childs, Whitney Sorenson, Lucinda Troester, Jessica Brown, Dr. Candice Kehoe, Nick Aquino ?

Jennifer Khan called the meeting to order at 9:00 AM

**Principal/Asst. Principal: Dr. Kehoe/Mr. Feldman**

### *School Update*

- Dr. Barbini has been sending updated emails about current situation.
- Staff are working on class placement. Parent input forms were received.
- Registration is currently happening, so please share the word. 4 sections for 5th, 4 sections for 4th, 3 sections for 3rd, 3 sections for 2nd, 4 sections for 1st, and Kindergarten... comfortably to have 3 sections. Need those ASAP so can plan for staffing.
- Transition celebrations... there won't be an in person tunnel this year, but is working on a virtual one. Will invite families maybe four at a time to come through the bus circle to come through. June 3 after 2 PM, and waiting on approval.
- Celebrating Holly Simon who is retiring. Also Mr. Feldman, who is leaving to be principal at BJ Hooper. Staff is doing something Friday evening. Hoping to tie into the transformation tunnel.
- Changes to staff: Amy Soellner will transfer into Butterfield and Adler math interventionist. Ivana Sieroslowski is moving to Highland Middle School as a sixth grade LA teacher. Nicole Billan from Adler will be taking her place. First Grade is still up in the air. Maybe take one of the K teachers to move to 1st. If they have enough for four K teachers, then they will need to add a 1st grade teacher.
- School district is working on how fall will work. Three subcommittees are working on different scenarios.
- 6/5 will be the day to gather up student's belongings. Sign Up link was sent and parents are signing up.
- Interviewing applicants for Assistant Principal. All interviews were held remotely. Pool narrowed down, and next step is teachers get to meet the candidates, so a person will be announced in the near future.
- Families and staff have been really great during this process, so hoping we can come back in

person in the Fall.

## **Tanya Surdick**

### *Teacher Update*

- Nothing to report.

### **Committee/Chair Reports**

- **Yearbook** - Working on delivery, billing, and then stickering and organizing by class.
- **Pizza Day** - Very generous to donate back to Condell.
- **Spirit Wear** - Tracey Schmitz asked about sale for incoming Kindergarteners and/or general students. Will have to schedule a time to go to school and grab what's there to facilitate a sale. Karen can set up the sale in RevTrak once quantities are known.

### **Treasurers: Amy Weaver, Katie Wyzokvicz**

*Budget Update* - \$74,000 in account. Checks totaling \$8,000 need to go out for donations to food vendors. Still need to pay yearbook, and a few other things.

- Not much going on in April, but May was busy. Teacher Appreciation donations, and Food Days refunds/donations.
- Art Appreciation - Did buy some supplies and gift cards.
- BFA Board bought stamps for returned checks from Food Days.
- Dine & Donate - Offered to give each class \$500 to cover transportation for field trips, but most cancelled, so finished where we were hoping.
- 5th Grade Activities - Paid for shirts, signs, and water bottles. Cookies were donated via Katelynn Malek's grandmother. Jennifer will check with Carrie. One parent was grateful, but their child isn't going to Highland. Whole budget wasn't spent, so checking on that too.
- Food Days - Goal was \$5K, so made \$11K
- 40 Book Challenge - Committee still wants to do a pizza party, but wants to wait until in-person school. Janice Nemes Foley said extending reading through the end of month. May send certificates to each reader, so will confirm plans.
- Gifts to School - Still have to do laminate and Bulldog folders.
- Movie Night - Ended making \$4.18... supposed to break even so worked out well. Maybe order less candy next time.

- Artopia - Will need to follow up with Colleen about this. Meg Carter suggested a survey to get feedback about new company.
- RevTrak - Everything should be wrapped up, so just should be seeing the \$3.99 monthly fee, so came in under budget.
- Teacher Appreciation - Feedback back was very good.
- TrakaThon - Credit from Card my Yard
- Music & Library asked for money already, but Art or Gym have not. So will check on those to see when they normally ask.
- Leftover snacks from Food Days were taken to the local food bank. Jennifer Khan will reach out to Carol about candy... could use for 8th grade.

#### *Food Days Refunds*

- All are done... either via check or Zelle pay. Last check went out over the weekend. Two families changed to donate instead of refund. Refund \$6,841.75, Donation \$8,060. Some never replied totalling \$2,385, so that will stay in the general fund in case of less fundraising this coming year. Firehouse Subs is no longer in Vernon Hills, so need to talk to Committee Chairs for that day to determine where check should go. All places can take a donation. Dominos is using the donation to give pizzas to Condell... 400 pizzas and salads. Let's get the word out about that donation.

#### *Food Days Survey - Karen provided the following post-meeting:*

- 84 responses have been received already. Responses are accepted until May 29.
- Most positive. Firehouse complaints are the most prevalent. Asking for return to Jersey Mikes or a few for Jimmy John's.
- Sides - mostly ok, some applesauce dislikes, healthy options, etc
- Mostly keep pricing to cover costs, not as fundraiser.
- One off suggestions and complaints. A couple said Fridays were hard to remember.

#### **2nd VP - Megan Huber**

##### *FAD70 Update - Jennifer Khan reporting.*

- Virtual meetings. Talked about pick up and drop off of materials for elementary and middle school.
- Remote learning survey - 68% of parents said it was working well for them. 75% working well from kids. Teachers responded 70% working well for kids, and 67% for teachers. 360 responses from whole district and 95 responses from staff. Will continue to fine tune e-learning.
- Year End Activities - Teachers are doing one-offs. Will try to keep recognition and awards.

- New Website - Will release in the fall. FAs will be able to submit to the site and training will be provided.
- New Math curriculum adopted for HMS Pearson Envision Mathematics.
- Summer School - Before closure 816 registered. Now that it's switched to e-learning 434 students enrolled. Some classes may have dropped out because either not enough students in the class or can't be done remotely.

#### *Volunteers*

- Nothing to report.

#### **President - Jen Khan**

*Open Positions* - These positions were voted on and passed.

- Communication Director - Maria Childs
- Treasurer - Amy Weaver
- Second VP - Megan Huber
- President - Jennifer Khan
- Open positions: 40 Book Challenge, Breakfast for Lunch, Pasta Day, Clothing Sale, Concessions, Fun Fair, Room Parents, Teacher Appreciation, TrakaThon, Yearbook, Secretary for Executive Board. Jennifer will continue to solicit for these positions.
- Will send out email about end of year teacher gifts from Room Parents.

#### **1st VP - Katie Wyzukovicz**

##### *Teacher Appreciation*

- The Executive Board was sharing thank yous from all the teachers. Katie said everyone enjoyed all of the items (workouts, pizza, signs, etc.) Will still be doing something for the custodial staff - gift cards. Will be doing something for Holly and Mr. Feldman.

#### **Secretary - Meg Carter**

##### *By-Laws*

- Meg reviewed all the changes with the general membership. The minutes were voted on and approved.

**New Business**

Jennifer Khan adjourned the meeting at 10:40 am.

Next meeting is September 15, 2020.

Respectfully submitted,

Meg Carter

BFA Secretary