

Lyons Township Parent Teacher Council

September 8, 2010

Karen King called meeting to order at 7:12pm.

Attendance: Karen King, Nancy O'Brien, Stacia Kopplin, Kate Brogan, Jennifer Hayes, Gigi Birkeland, Diane Champion, Maria Pekar, Debbie Spanski, Barbara (Wood) Shea, Ed Suarez, Peter Geddeis, Tracey Naughton, Anne Mulvaney, Beth Lukaszewicz, Lori Mitchell. Nidea Alvarez and guest also attended.

SECRETARY'S REPORT: Minutes from the May PTC meeting were distributed for review. Ed Suarez motioned to approve. Maria Pekar seconded. Minutes approved and were posted on LTHS website (PTC page).

CORRESPONDING SECRETARY'S REPORT: Gigi Birkeland gave a summary of correspondence. 2010 PTC Scholarship recipients Alexa Adducci, Mathew Callaghan and Kristi Carling sent thank you notes. Thank you notes for PTC grants were received from: Gina Wuttke and students Michael Payne and Leo Kandemir for Washington DC trip; Michael de Leon and the Zoology Club.

Staff News:

- LTHS is sorry to announce that Family and Consumer Science teacher Katie O'Boyle passed away Friday, September 10, after a long bout with cancer. Katie graduated from Lyons Township High School in 1971 and returned to the school as a teacher in 1994. During her career at LTHS, Katie served not only as a teacher, but as an activity sponsor as well, most recently serving as the National Honor Society and Baccalaureate advisor.
- Congratulations to:
 - FCS teacher Dawn Saukstelis and husband Mike on the birth of Jayden Jennifer on June 13.
 - Paul and Laura Congelose who welcomed their son, Sebastian David Congelose, on June 15. Paul is a teacher in the Special Education Department, and Laura is a teacher in the Math/Science Department.
 - Science teacher Annette Orrico and husband David on the birth of their daughter, Audrey Sophia, who was born on June 25.
 - Leslie and Dan Owens on the birth of their daughter, Emma Reese Owens, on July 8. Leslie is a Program Coordinator in the Special Education Department.
 - PE and Social Studies teacher Brittany Walk-Sidoti and Adam Sidoti on the birth of Ethan Gabriel, who was born July 18.
 - Language Arts teacher Gena O'Malley and husband Brendan on the birth of Annmarie Therese on August 30.

TREASURER'S REPORT: Stacia Kopplin reported \$59,105 in revenue from calendar/directory sales at processing, and \$11,600 in pending costs for design/printing. Budget for 2010-11 will be discussed at October meeting. All PTC committees are asked to submit budget requests to Stacia Kopplin by Sept. 24. Post Prom Committee needs to submit final financial report for 2009-10 to Stacia Kopplin as soon as possible for year-end accounting. Nancy O'Brien reported on final 2009-10 financials. Final expenses were \$1,000 to fund 2 additional \$500 senior scholarships; \$9,362 in grants for student activities; \$94.73 for a gift to outgoing PTC President Ann Porter; \$1,900 for staff appreciation. Total PTC expense for Post Prom was \$9,000, less than the

approved \$10,500. Ed Suarez noted that Boosters contributed \$1,000 to Post Prom. Balance at 2009-10 year-end: \$7,318.41. Beth Lukaszewicz motioned to approve. Ed Suarez seconded. Treasurer's Report approved.

PRESIDENT'S REPORT: Karen King reported.

Board of Education Update: June 2010 - LT Model UN won multiple state awards. Haley Bucheleres is the new student representative on the Board of Education. Enrollment projections for LTHS are 4,200 by 2015. The BOE approved National Hispanic Institute Conference and attended in July. July 2010 - BOE approved the purchase of Infinite Campus SIS to replace Edline. Peter Geddeis reported that the new software will be rolled out and tested internally during 2010-11 school year, and is expected to be live next school year. August 2010 - South Campus PE locker upgrades were completed over the summer. BOE meeting minutes are available online. South Campus processing experienced a 90 minute delay when computers went down. 3,918 students are enrolled at LTHS for 2010-11, including 994 freshmen. New final exemption policy is in place for 2010-11 school year.

Online Volunteer Form Results: PTC replaced Scantron volunteer forms with online form on Survey Monkey. Ann Porter, Beth Lukaszewicz, Karen King, Viki Gonia, Kate Brogan and Nancy Kalkowski (LT Testing Office) set up the form and put links on the LT website. Jennifer Bialobak, LT Communications director, emailed the link to LT parents. 221 forms were submitted as of Sept. 9— down from 500 forms submitted in 2009. Volunteers were able to select very specific events/times, so ideally, volunteers are highly committed. The form will remain available, so parents can volunteer throughout the year. Jennifer Bialobak will send reminder emails as events come up during the school year. Maria Pekar reported that volunteer information was available earlier than last year – a big help for early events (Freshman Experience Day and Open House). Some users printed forms instead of submitting online. PTC should provide more coaching/instruction about how to complete the forms, and encourage fellow parents to fill out the forms.

COMMITTEE REPORTS:

Directory – Karen King reported on behalf of Chris and Julie Zurowski. Enhancements were added to inside front cover and back cover. Directories were available at processing – 6-8 weeks earlier than prior years! PTC saved \$1,500 to \$2,000 on postage by distributing at processing. Karen King got a competitive bid for directory printing and was able to reduce the price by \$500. Extra directories are available at the LT bookstores.

Calendar – Karen King reported that the calendars were printed on heavier paper. Sales were strong: combined revenue from calendars and directories was \$59,105. Peter Geddeis reported that the online LT calendar is on Google Calendars. Parents and students should check the online calendar for any date changes. Athletic dates are not on Google Calendar, but are available on Athletics2000 (link available through Athletics on lths.net).

Freshman Experience Day – Karin Carney and Ellen Oeltgen reported that lunch went smoothly. Fifteen volunteers served lunch. The committee recommended pre-cutting pizza and separating plates for faster service. Karin Carney offered to chair Freshmen Experience Day again in 2011.

Communications – Viki Gonia updated PTC pages and will continue to update pages throughout school year. Karen King asked for suggestions of local businesses who might need an LT calendar. Suggestions include: Garden Market restaurants, Highland Queen, Now Serving.

Registration - Barb Wood Shea reported that they had ample volunteer parents and NHS students for registration. LT security at South Campus was strict about entry times (no early admittance). Parents who need to arrive early should call the office to request early arrival. Hot weather made the day difficult: the heat caused LT computers at South Campus to crash for an hour, which backed up processing. Parents and students had long waits in the heat, and volunteers in SC cafeteria were very hot! NHS coordinator was on leave, so NHS student volunteers

were hard to schedule. There was some confusion about new online forms, but overall the online forms worked well. Recommendations for 2011 include: switch volunteers between cafeteria and library, have extra volunteers for late registration, clarify instructions about photos (ran out of photo envelopes by late registration), move student handbook station to the front to eliminate a bottleneck.

Open House – Maria Pekar has 14 volunteers for SC Open House. Schedules cannot be handled by volunteers; LT faculty or staff will hand out schedules. NHS students will be guides, and parent volunteers will hand out information at the door. NC Open House chair Adrienne Kowalski is all set with volunteers.

Chaperones – Homecoming – Anne Mulvaney reported that 37 volunteers signed up through Survey Monkey (online form). Volunteers are asked to be on duty from 6:30pm to 10:45pm. Volunteers cannot split shifts: doors are locked.

Staff Appreciation – Diane Campion and Debbie Spanski are planning Bus Driver Appreciation breakfast. They contacted Theresa Nelson to find out what's needed and are waiting for a response.

Post Prom – Karen King will set up a meeting with Post Prom committee and Boosters to work on more fundraising for 2011. Ed Suarez reported on Post Prom 2010 event. The weather was great. Everything went smoothly – security, buses, and chaperones. There was a last minute scramble for funding, but all expenses were covered. 1,000 students attended and the budget was \$42,000, which covered buses and cruise expenses. Post Prom has a website, which is linked to PTC page. Anne Mulvaney suggested adding a “Donate Now” link and use Paypal to collect donations online. A final 2010 financial report is being prepared by Laura Winkler.

NEW BUSINESS:

Speakers for 2010-11: Karen King asked for suggestions for speakers to invite to PTC meetings. Suggestions included: Dr. Kilrea, Lianne Musser, Jennifer Bialobak, Scott Eggerding, Rachel's Connection (speaker @ Highlands who discussed Columbine), Mr. Franson, PTC grant recipients.

PTC Display: Karen King requested a volunteer who could update the PTC display poster prior to Open House.

Directories/Calendars: Karen King asked for volunteers to staff a PTC table at the SC and NC Open Houses. Goals would include: sell directories and calendars, tell parents what PTC does, and encourage completion of the online volunteer form. Some members questioned whether sales would be high enough to justify the time spent since parents are usually rushed during the Open House, but it's a chance to round up new volunteers. Karen King will contact LT office to see if PTC can have tables at Open House.

Western Springs Person of the Year applications are available, if anyone would like to nominate a WS resident.

Grant Applications for Student Activities – Mr. Geddeis has the form. PTC needs to work with Mr. Geddeis to confirm application deadline and process.

Student Council Donations to Honor Flights – Mr. Geddeis reported that Student Council makes charitable donations with \$1 from every dance ticket sold during the year. This year, Student Council voted to support Honor Flight, which flies veterans to Washington DC to visit war memorials. The Student Council has set a goal of \$50,000 in fundraising to sponsor a flight and will work with other student groups and athletics to raise funds. Nancy O'Brien and Anne Mulvaney have seen Honor Flight veterans return from trips and said it's heartwarming.

OLD BUSINESS:

Request for Pillows: The Nurse's Office at NC and SC requested help with replacing pillows which are more than 10 years old. Karen King contacted LG Memorial Hospital to see if they could provide pillows, but learned that pillows cannot be re-used. Karen King is waiting to see if the school administration could fund the purchase.

Meeting adjourned at 8:45pm.