

## **PTA Meeting April 9th, 2025 on Zoom**

### **Attendance (23)**

Joanna Soupos  
Allie Dawson  
Dr. Kate Ellison  
Patrick Hoeft  
Dhyana Brummel  
Katie Hoskins  
Terri Lakowski  
Christina Leong  
Anna Youkhana  
Mehreen Rajabali  
Jeanette Harris (State Rep)  
Vasilios Soupos  
Anna Bui  
Shelly Becker  
Arie Kim  
Elaine Villanueva  
Irene Christensen  
Alexandra Demas  
Kristin Folan  
Tera Hermiz  
Amy Chen  
Kate Ahmed  
Grace Casey

### **Welcome Parents, Community Members, Staff & Guests**

Joanna

### **Approval of Meeting Minutes from 3.5.25**

Vasilios Soupos  
Dhyana Brummel seconds

School updates from our Principals: (10 mins)

Dr. Kate Ellison (Glen Grove School)

- Gator Games night on April 25th- open to WB and GG students, families included!
- Tuesday April 29th- adults meeting for 3rd grade orientation
- May 2nd will be the second grade students visiting GG
- We are in the midst of IAR testing, students have been working so hard, way to go!
- We are working on doing more integration activities with the ILS program, lots of good inclusion with this program!

Patrick Hoeft (Westbrook School)

- We are looking forward to math night happening tomorrow on April 10th! Food trucks are available starting @ 5 pm
- We are starting a bike unit next week and would love volunteers to help kiddos who need help with beginning biking skills
- Tuesday the 22nd and Thursday the 24th will be blocked off to use the bike unit
- We started a new positive behavior system to acknowledge students who are meeting expectations across the building (we pass out fun Panda Paws!) An upcoming award for this program will be an all-student dance party at the end of this week

**Presentation – Jeanette Harris (Illinois State PTA Vice President of Field Operations) (15 mins includes Q and A)**

- Budget- the audit and the budget are quite intertwined. The budget committee should meet soon after the spring audit is completed. Usually this happens in the summer. The budget will go to the board- elected officers, principals, and committee heads. Anyone who supports the mission of the PTA is welcome to join, general members will vote. The board does not have the authority to amend the budget, that has to come before the general members.
- We recommend holding no more than 50% of the annual budget in reserve (savings).
- Parents are contributing to your fundraising efforts with the expectation that their kids will be served
- By-laws: These are important and reflect how we operate, the by-laws are the “what” and the standing rules are the “how”. By-laws cannot be suspended, standing rules may be suspended, these are more flexible
- Thank you to Jeanette from the by-laws committee!
- Question from Joanna: how to handle the financial situation, if fundraising is not on track but we still have events to pay for? If we want to amend the budget what is the process?
- Jeanette: we can make a motion to amend the budget and then vote on it
- Terri- we said that only 20K would be used from savings, which we have almost done
- Kristin Folan: She had brought up this concern around approving grants before we had looked more closely at the financials. She is concerned that dipping too much into savings will lead to us using our savings. She would like to wait on approving grants until we have a better line of sight on fundraising
- Alexandra: there are not a lot of people in fundraising, we are doing our best and should give ourselves credit. Creating something as mostly new board members, maybe we made a mistake so how to fix this mistake? If we are supposed to spend more \$, how can we do this in a prudent way? She is worried that parents may not want to give if money is not being spent
- Terri is recommending that we approve up to \$2K more into savings in order to make up the gap, also as we think through our end of year planning how can we be more judicious in our spending
- Terri is making a motion to dip up to \$2K into savings, Shelly Becker seconds this

- Joanna: is concerned that we won't have enough \$ to pay for the remaining events
- Vasilios- this a common problem with budgets, this is called a variance to a budget. It seems that you have a fund balance between one year and two years, this is more than you are supposed to have according to the by-laws
- Joanna: we have real numbers- \$5000 would be to pay for teacher appreciation
- Terri: we agreed on our last meeting that for amounts over \$500 we would reach agreement as a board
- Katie Hoskins: we have a couple sponsorships that were very successful from last year, perhaps we could try to reach out to these again, helping us get some budget relief
- Elaine: why did Terri decide on 2K?
- Terri: I think that 2K seems like a compromise, second motion is to discuss the by-laws
- Joanna: she is happy to move forward on the teacher appreciation

**Treasurer Update – Terri Lakowski (5 mins)**  
**(March financial report)**

**Discussion – Joanna Soupos (15 mins)**

Continue supporting end of the year activities as sponsored by the PTA annually:

Staff Appreciation Activities: approved to move on spending up to \$5K

End of Year Celebrations – Kona Ice- these dates are set, can we look into other vendors instead of Kona Ice?

Kristin: Can we look at other options besides Kona Ice?

Dhyana: she is open to finding other options as well

Allie: she is open to finding another option

- Can we do a committee to plan end of year celebrations for both schools? Allie, Dhyana will research and support the planning of these parties with the principals, will update Joanna in one week,
- WB is Thursday 5/29- these came out of COVID to build community. Music helps with this. After school for about an hour, we thought it would be nice to have a send-off celebration for second graders
- GG June 2nd this is more of a tradition and we have done something different each time.

Field Day – approx.. cost of popsicles \$210 WB and \$147 GG

PTA covers yearbooks for fee waived GG 5th grade students:

45 yearbooks requested by Dr. Ellison + 12 yearbooks requested by Hedy Helfand (GG EL Team) covered by (203 books sold x \$5 = \$1,015 revenue  
 57 books x \$20 = \$1,140 expense

Terri motions for having a discussion about our by-laws and our second is about the nominating committee. *\*The name of the second was not noted*

**Fundraising Partnership – Tera Hermiz (5 mins) (we were not able to get to this)**

**New Business partnership/sponsorship opportunity**

**Bylaws and Standing Rules – Joanna Soupos & Terri L. (10 mins)**

Discussion and adoption of the final copy of BYLAWS & STANDING RULES to be sent to the State for review/approval on 4.9.25, directly after the meeting and then voted on during the last PTA meeting in May

New Business

Terri: We wanted to make sure to have our by-laws ready as we move into our election cycle. We will be voting on these at our May 7th meeting to approve these. As part of these elections we are required to have a nominating committee. The committee will be made up of 2 board members and 3 members come from our general body. Nominating committee will work together to find candidates. We are required by by-laws to have 30 days before the vote. As long as we give 7 days notice we will have a special election meeting on May 27th @ 6 pm on ZOOM. Pursuant to the by-laws we are able to call a meeting with a quorum, with at least 5 members

Any questions?

Joanna wants to thank Terri and the committee for doing all the work on the by-laws and interacting and getting feedback. Joanna supports the by-laws being revised. Terri makes a motion to continue the meeting for an additional 10 minutes and the motion is seconded by Mehreen. Joanna notes the time and concludes the meeting before a discussion can take place. Terri notes that she will be sending out a link to continue the meeting.