

# FOS Meeting Minutes

**Date/Time/Location:** November 25, 2013/5:42 P.M./Pompei Restaurant

**Members (BOD) Present:**

Daryl Harper, Zach Abel, Jackie Moralda, Kitty Hooper, Ted Christians, Lori Hernandez, Katie Haviland, Maria Amoruso, Christiana Cration, Ketty Burgos, Catherine Sollman, Diedra Harper, Jeff McCarter, Jerimiah Abiade, Yara Haddad

**Guests:** None

**Reading/Approval of Previous Minutes:** N/A

**Agenda Item #1:** Officer's Report (Financials)

**Discussion:** Thank you to Dawn for helping with the 501c. Thank you to all for your hard work in getting that completed. The checking amount balance at the end of 10/31/13 is \$24,940.01. How many staff members are at the school for after school? Thank you from Ms. Brinza, Ms. De Sabatino and students from Ms. Otto's class for the \$100 given to the teachers.

**Action:** Apply for sales tax exemption.

**Agenda Item #2:** Review of Fundraiser Events and Time Frame

Discussion: Annual Appeal Letters went out on Monday November 18, 2013. Spring Fling date is still to be determined. Still trying to confirm a date with St. Ignatius High School.

**Action:** Secure a date for the Spring Fling at St. Ignatius High School or find an alternative location.

### **Agenda Item #3: Walkathon**

Discussion: Walkathon date as being too close to other FOS fundraisers. Walkathon worked well with the end of the year picnic. Suggestions were solicited in regards to separating the walkathon from literacy week. School should do an end of the year picnic. FOS would like the school to show its vision for literacy week and the walkathon.

Need to get more detailed information from Sadika and a school representative about the walkathon event. FOS would like a stand taken on this matter. Kids have expectations for the walkathon being an outside end of the year event. Will there be enough volunteers for literacy week and walkathon? More information is needed as to the logistics of the event?

Concerns about Walkathon and Spring Fling in April, are the events to close? How will the weather be in April? Will there be enough volunteer to support two events within the same month? Having separate school events will need a larger pool of volunteers. Concerns are being raised about how to make it work and how the walkathon is tied to literacy week.

FOS should consider helping with literacy week. FOS should support the school either way. Students need the time outside.

**Action:** More clarification is needed on literacy week, walkathon and end of the year picnic.

### **Agenda Item #4: Spring Fling**

Discussion: Work on dates or another venue for the Spring Fling. Possibility is UIC banquet facility with UIC catering.

Action: Continue to work on a date or venue for the Spring Fling.

### **Agenda Item#5: Teacher Holiday Lunch**

Discussion: Consensus reached to organize a teacher holiday lunch. Parents will donate food for the holiday lunch. Monday, Tuesday, Wednesday are preferred days.

Action: Confirm a date with the school for the lunch.

### **Agenda Item #6: Bylaws Amendment**

Discussion: Jeff and Jackie will draft bylaw Amendment. Work on bylaws and meeting minutes turn around time. Consider staggering board members. People needed to run for positions. One year is too short, two years is perfect. Discussion of officer terms: Election for President, Vice-President and Secretary positions are scheduled for the spring of 2014.

### **Agenda Item #7: Teacher donation request document**

Discussion: Teacher request document has been drafted. Form will be revised until it can be approved.

Action: Approve the form and annual donation amount to be distributed to teachers per school year. Further discussion is needed.

### **Agenda Item#8: Principal Meeting Briefing**

Discussion: After each meeting update Principal McManus on meeting discussions. Confirm dates for holiday lunch and fundraiser events. Work hard on communication. Need direction on a few school events.

### **Agenda Item#9: Open discussion**

Discussion: Next event will be Ski event during winter break. Outreach to grade levels to have night meetings/classroom events. Help communicate with bilingual families. Try to get more volunteers to support events. Continuously seeking Director for beautification committee.

### **Agenda Item #10: Motions (None at this time)**

**Future Agenda Items:** Tax Exemption Process and Dates for Spring Fling and Walkathon.

**Next Meeting:** Monday December 16, 2013

**Minutes Prepared By:** Yara Haddad

