



PTO Board of Directors Meeting Agenda
Feb. 9, 2022, 3:45pm via Zoom

1. Call to Order; By President Katrina McLaughlin @ 3:46pm
2. Roll Call; By Secretary Sara Erdmann
 - a. In attendance: Katrina McLaughlin, Kirsten Wall, Julia Navik Gutierrez, Theresa Meshes, Sara Erdmann and Rachel Herndon
3. Approval of Meeting Minutes; Board
 - a. Our January meeting minutes were approved by the board via email and posted to the PTO website.
4. Business
 - a. Correspondence; Sara Erdmann
 - i. Thank you card read from Mrs. Rose thanking the PTO for the Target gift card for the holiday staff gift.
 - b. Treasurer Report; Theresa Meshes
 - i. Changes for the month: Box Tops check received for \$108.70, Copies paid from family engagement which leaves that committee with \$607 left, Local Merchant has exceeded its expectations with \$819.54 profit, Lottery is at \$12,843 with an expected profit of \$11,043 after paying out all winners, Spring Fling has used \$1,000 of their budget for a deposit for a venue however it will not be cashed till the event takes place, taxes and fees increased to \$485 which is over budget as we had to pay a registration fee with the federal government which is \$275. Teacher grants were paid out last month with \$1084 left in the budget. There are outstanding lottery checks that winners have that need to be deposited. Our current bank available funds balance is \$11,028.85. Theresa is in discussion with the Illinois Department of Revenue as to whether or not the PTO has to pay back sales tax that we did not charge in previous years. At the moment they believe that we owe them \$8,000 (2017 to 2019) . Theresa has been contacting attorneys to try to get clarification on this matter. There is an option for the PTO to have a service that costs \$2,000 a year however they would do all the legal documentation and accounting for us. Executive session will be held after today's meeting to discuss how the board wants to move forward with the accounting aspect of the PTO. This situation came to light when the couples night out wanted to serve alcohol at their event. Theresa went to apply for the liquor license and in doing so was denied us stating that we had to register as a business. She registered us as a business and in doing so they stated we need to be charging sales tax. The question at hand is do we need to pay sales tax because some think that we should not

have to, if we do need to be paying sales tax what do we need to be doing so on. The \$8,000 is based on the thinking that we needed to be paying sales tax on PTO directories, tickets for ice cream social, lottery tickets, raffle tickets and entry into our events. It is possible that we do not have to pay sales tax at all.

- c. Administration Reports; Dr. Ozimek; Mr. Walton; Mrs. McKenzie
 - i. Mr. Walton reporting for the district office: Kindergarten registration was 2/7 at ARS. If you know of anyone who has a child in the district going into kindergarten please send them to the district office to register. The end of the 2nd trimester is Wednesday 2/23. Report cards will be sent home with ARS students and mailed to 5th grade families on the 23rd. Report cards for 6th-8th graders will be posted online by 3/2.
 - ii. Mr. Walton reporting for the FRGMS: The FRGMS is doing a backpack program food drive the week of the 2/14-2/18. Along with the food drive is spirit week! Monday is wear red, Tuesday is twin day, Wednesday is sports day, Thursday is school spirit & Friday is PJ day. They will be collecting food by grade levels. Winning grade level gets a prize! 8th grade graduation pictures are tonight 2/9 and they are starting to prepare for 8th grade end of the year activities.
 - iii. Mr. Walton reporting for ARS: Spirit week starting 2/14, details coming soon! Valentine parties are 2/14, Teachers have reached out to parents to help plan a fun afternoon of activities Thank you PTO for the recess bins & equipment, hopefully with warmer temperatures coming students will get to utilize them!
 - d. Liaison Updates; ARS Mrs. McDonald and Ms. Weicheck; MS Mrs. Carr
 - i. ARS Update: Thank you to the PTO for funding the teacher grant for the decodable readers for k-1 grade. They have been purchased & used daily by the students!
 - ii. MS Update: None this month.
 - e. Grade Representative Updates
 - i. No updates this month.
5. Action Item
6. Event Reports
- a. La Pizza Via Dine and Share
 - i. Thank you to all who supported our January dine & share at LaPizzaVia in FRG. \$303 was donated back to our PTO!
7. Ongoing Committee Reports
- a. After School Programming
 - i. No update this month.
 - b. ARS Book Fair
 - i. There will not be a spring ARS Scholastic book fair as Scholastic will not do a virtual fair and we can not hold an in-person fair since volunteers are not allowed in ARS.
 - c. Box Tops
 - i. Current Box Top total on the app is \$97.00
 - d. Daddy Daughter Activity

- i. A daddy daughter dance is scheduled for May 22nd 3pm to 6pm at Norge Clubhouse. Theme is Luau. More information is coming soon!
- e. Environmental Committee
 - i. No update this month.
- f. Local Merchant
 - i. 2/14/22 Portillo's in Crystal Lake 20% of purchases will go back to the PTO. Mention or show flier upon ordering.
- g. Parent Traffic Team
 - i. Mr. Walton had zero response from his email asking for help with drop off & pick up help in the parking lot. In the meantime Jen Cherep has created signs that will hopefully help with drop off & pickup at ARS. Mr. Walton worked with the FRG Police Department to monitor the parking lot for people driving using a cellular device. Please remember that school zones are a no cell phone zone! Mr. Walton will revisit the parent traffic team in the spring to see if anyone might be more inclined to help in nicer weather.
- h. Spring Fling
 - i. This year's virtual spring fling will be held March 2nd at 9am till March 6th at 11:59pm. Winners will be announced March 6th at 2pm via Facebook live stream. Donations are coming in! Will need to get permits signed for FRG & McHenry county. Katrina & Sara will handle the paperwork and get it back to Sandi Motisi. The board needs to decide if we want to sign a waiver or purchase bond insurance to protect the participants in the case of mishandled funds. The board has decided to go with purchase of the insurance that will cover all raffles for the year.
- 8. Board Comments
 - a. We are still in need of an election volunteer for our May 2022-2023 PTO elections. If you are interested please contact Katrina McLaughlin.
- 9. Open Comments
 - a. None this month.
- 10. Announcements
 - a. Our next meeting is 3/9/22 at 3:45pm via zoom.

Meeting adjourned at 4:15pm