



P.I.E.C.E.

People Involved in Expanding Children's Education

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September 12, 2022 Meeting Minutes

In attendance: Scott Peters, Lauren McClure, Bree Nord, Natalie Perrone, Neerj Raurt, Jessica Mann, Allison Vaughn, Jessica McConnaughay, Julie Hamelau, Sarah Stoller, Michelle Webster, Mary Franks, Christie Martin, Bri Schreiner, Jill Deacon, Arun Gopnath, Natlie Livingston, Sarah Woodman, Leah Crews, Kori Yap, Elizabeth McMorris, Kelly Murray, Ashley Miller, Suzy Keim, Bonnie Jolley, Erin Cox, Laura Roelthe

Welcome and Introductions

- Erin Cox opened the meeting thanking everyone for committing to the school year as a part of PIECE.
- Purpose of PIECE meetings is to share information, while having fun and planning for our school year, but to also be mindful of everyone's time and to keep the meeting moving and at a minimum of an hour. We encourage new ideas and will break off into committees as new ideas are brought forward to research and plan.

Approve New Board Members

- President - Erin Cox
- VP Fundraising - Jessica McConnaughy
- VP Communication - Allison Vaughn

Motion was made to vote in new board members and motion was approved.

Principal's Report – Scott Peters

- It is great to be back in person with a full house of PIECE members
- We will be doing early release days this year instead of late starts. First early release day is September 13th.
- Monday September 19th is our first safety drill. This year will be different and kids will be bussed to Eastview Christian Church, unload the buses and a short talk will be given to the kids about safety protocols. The school will be on lockdown for this drill and kids and parents will not be able to leave or enter the school. This is not to scare anyone but to be ready in the event a lockdown is needed.

- The Normal West High School Homecoming parade will be Wednesday September 21st at 4:00. Our 5th grade class will be participating in this event. All the kids are welcome to line the parade route and cheer on Prairieland.
- Playground Update - Most likely will be ready by the end of October.
 - 2 months behind schedule due to other projects by the Town of Normal
 - Main structure is in but there will need to be time to lay the handicap accessible entrances for the playground.
 - Kids have been doing a wonderful job utilizing the fitness playground, blacktop, and grassy areas for recess.
- Referendum Information will be shared with each school at the next meeting. The Superintendent will be attending via Zoom to share information about the referendum so that accurate information is given to the parents.
- We were given a State Farm grant last year and TVs have been purchased for each common area. These are being utilized for announcements and can be used by the teachers as well for lessons.

Teacher's Representative Report - Kelly Murray

- Ashley Miller will be joining our PIECE meetings in place of Jen Bidell.
- Thank you for the magazines that are funded by PIECE. These cost the school roughly 3000 for the years subscription and they are excellent tools to use in the education of our kids.
- Thanks for the extra money for classroom school supplies at the end of last year. The teachers were able to purchase items that are being used in the classroom this year.
- Teacher's loved the goodies for teacher appreciation. Thank you!

Treasurer's Report: Laura Roethle

- Budget Highlights
 - Increased Overall Staff Appreciation Budget
 - Added Budget for TA, Specials, Para Professional Specific Appreciation
 - Question asked about pastry sales if that was from two or one sale. The amount raised from pastries last year was from one sale.
 - The increased budget amount for TAs will be for additional staff and will be up to the staff appreciation meeting to determine how we will recognize the additional staff.
- Budget was approved
- Profit and Loss Report as of 8/31/2022
 - Income Total \$1,486
 - SF Grants - \$170
 - Simply Donate - \$1316
 - Expenses Total \$589
 - Landscaping \$165
 - Lamination \$372
 - Administrative \$51
 - Total - \$898

President's Report: Erin Cox

- Coffee & Kleenex had a great turn out and brought several new faces to the first informal P.I.E.C.E. Recruitment and Welcome Event
- Successfully recruited and filled all available Board positions and Committee Leads
- Fall Event Timeline: Homecoming Parade (9/21), Trunk or Treat/Back to School (October 29th*,) Parent Teacher Conferences (November,) Pastry Sales (TBD) and OBBY Run, (TBD.)
- Volunteer Opportunities: Fundraising Team and Carnival Team are looking for additional people to brainstorm ideas, plan and support the Committee Lead.
- Committee Updates:
 - Room Parent Coordinator (Suzy Keim and Erin Cox): Room Parent Volunteer Email and Sign Up Genius sent on Friday (9/9.)
 - Volunteers still needed for Halsey (2H,) Schertz (3SS,) Minor (4M,) Stolbom (4S,) and Turner (5T.)
 - Snacks can be shared at the parties this year
 - Parents can attend parties this year
 - Spirit Wear (Sarah Stoller): Previous Vendor Gavina Graphics has not responded to communication, so may be switching back to Select Screen or a new vendor
 - Order will be out soon after gathering information from the teachers on items they might would like to add
 - Staff Appreciation (Ashly Jarrett): Would like to have more frequent opportunities to show appreciation, in addition to at Parent Teacher Conferences and Staff Appreciation Week
 - If interested in helping support staff appreciation please reach out to Ashly Jarrett and look for more opportunities on FB and emails.
 - Welcome Back Event (Mary Franks): Will coincide with Trunk or Treat this year with a fall theme including popcorn, apple cider and games
 - Homecoming Parade (Lisa Mueller): Dancing through the Decades theme and Lisa is working with 5th grade teachers to recruit students.
 - List for students to sign up will be going out soon
 - The students will be wearing costumes and carrying banners
 - Form will need to be filled out by the parents for those wanting to participate
 - Trunk or Treat (Leah Crews): Date needs to be officially confirmed and the recruiting of volunteers to prepare a themed trunk for each class can begin. Will also request candy and non-edible treat items from each classroom.
 - This will be our first big school wide event from PIECE since COVID
 - Need to keep in mind parking as we will have trunk or treat and the welcome back event together
 - Mary Franks will be the chair for Welcome Back Event
 - Leah Crews will be chair for Trunk or Treat
 - Carnival (Elizabeth McMorris): Looking for a team of volunteers to support Carnival efforts. Date is still TBD.
 - Looking at the end of February for this event
 - Will need lots of volunteers

- We do use volunteers from local colleges but will still need volunteers for planning and the night of the carnival
 - This is a year to make this brand new since several have not attended a PIECE Carnival
- Pastry Sales (Mary Franks): In communication with vendor to set a fall date. Will be ahead of the holiday season. Would like to set a fundraising goal to cross off a wish list item for teachers.
- Basket Raffle (Jessica Mann): Working on donation solicitations.
- OBBY Run (Julie Schumacher): Date needs to be confirmed.

Vice President of Fundraising Report: Jessica McConnaughay

- Please sign up if you are interested in joining a fundraising specific meeting to foster new ideas and/or get involved once events are finalized
- We want to explore several different options and try them out so looking for a team of people to help plan and coordinate these ideas.

Vice President of Communications Report: Allison Vaughn

- Watch for more Facebook updates on P.I.E.C.E meetings

Questions/Comments/New Business

- Bree Nord is our Yearbook Chair and will need help with the yearbook this year
 - Need help to put in the pictures in the yearbook once they have all gathered
 - Michelle Webster and Sarah Woodman have volunteered to help with this task
 - Also encourage parents to take pictures at all events now that we can attend events again
- Next PIECE meeting is October 2nd, 2022. Location will be the K2 Commons.

Adjournment - Thank you for coming!