



2023-2024 Executive Board

President – Leah Picek, President@BrookParkCouncil.org
Vice President – Christine Foushi, VicePresident@BrookParkCouncil.org
Treasurer – Liz Segura, Treasurer@BrookParkCouncil.org
Recording Secretary – Renae Yoo, Recording@BrookParkCouncil.org
Corresponding Secretary – Carla Riseman, Corresponding@BrookParkCouncil.org
Volunteer Relations – Karen Boylan, Volunteer@BrookParkCouncil.org
Fundraising Coordinator – Kristine Alexander, Fundraising@BrookParkCouncil.org
Board Member at Large – Corrie Mieszczak, MemberAtLarge@BrookParkCouncil.org

9.07.23 7:00pm

BPC Meeting Agenda

Attendees: L. Picek, C. Mieszczak, D. Musial-Radtke, K. Alexander, K. Boylan, M. Sorenson, C. Foushi, E. Provost, A. Heinl, K. Ramirez

1. Welcome/Call to Order: Leah Picek, President, 7:05pm
 - a. Pledge of Allegiance
 - b. Introductions
2. Administrative Reports
 - a. Mr. Michael Sorensen , 3-5 Principal, For Superstar Step-up day for Kindergarten, do the merch by Starburst this time. Block party was incredible; loved the timing before school to introduce new families to Brook Park and to help transition 6th graders in attendance to Gross. Start of the school year is going well, kids are transitioning well, and there is not as much new staff as in prior years. Twenty-three (23) fall clubs start next week, and there are lots of 1-5 sign-ups. Kindergarteners can join clubs during the winter. Map testing make-up is happening over the next few days, and specialists are helping. Test scores will be sent the following trimester. IAR scores will go home with the first report card. Meeting with emergency services in LaGrange Park and Brookfield so drills can begin; to be communicated with families. As always, feel free to reach out with any questions.
3. Treasurer's Report: Lea (Liz at awards night with her child)
 - a. Review the Budget. Reminder that there's a "right side" for income and usually a corresponding "left side" for expenses.
 - i. Item 555 class parties brought down with the exception of 5th grade, whose expenses include photo booth.
 - ii. Reminder that actual numbers are not always reflected for school supplies, as there's rounding up to the next whole dollar for simplicity. \$206 coming back from school supplies.
 - iii. Three (3) percent tax will be imposed on credit card purchases to offset fees (\$2k); "cash or Zelle preferred" will be communicated.

- iv. Big ticket item is the Fun Run fundraiser, which will be held during the school day to ensure inclusivity in the week of May 13-17. Booster is the organization engaged to help with logistics and fundraising; we will get 60% commission on an estimated \$50k, earmarked for the year-end purchase of new microphones to be shared with Gross. We're going to do the "shared service" support model in which Booster handles routing, street closures, setting up of an online fundraising portal. Gross has agreed to help pay for the mics. We are getting quotes and consultations regarding the new microphones to ensure that the system is upgraded effectively. Quotes will be posted on the website, and Karen is creating a large microphone visual that will be "filled" as funds are raised.
- v. Christine F. notes that a few budget items are missing revenue.
- vi. The Wolves game will be on December 30. No fees associated with ticket purchase, as it's happening online and after the event we will have an income figure.
- vii. Teacher Appreciation line 558: Clarification requested regarding breakdown; during appreciation week in May, we'll do something every day for teachers; K-cups will be provided all year long; Institute Day purchase of breakfast; additional consideration for custodial and nursing staff.
- viii. Ann Heintl request financial assistance for books (581), replacing Wellness with Library. Traditionally, amount reflects what teachers can spend, but BPC brought in (?) last year, so how to allocate? \$750 for book processing and \$250 for miscellaneous supplies. With respect to 1 School 1 Book, \$4k; book may be non-fiction and may appear on on Anderson or Scholastic's list of books eligible for credit.
- ix. Membership dues, restructured. All we purchase outright this year will be clings (estimated 50 cents/family; 200 stickers @ \$100), so figure on the budget is not correct; shirts will be less costly due to fewer process colors. Square has been down at key times, so there's some potential discrepancy regarding memberships..estimated income of \$7k. We will do physical forms this year.
- x. Bernies at Book Fair? Yes. Storm damaged their warehouse roof but some books recovered.
- xi. Someone Special dance, 406. Project \$1k spend (overestimated due to credited expenditure for last year's canceled prom dance). Saturday 11/4: k-2 11-1, 3-5 2-4 PM. Erin Sellers. \$1k may go towards renting decorations and purchasing appetizers for the event. Estimated revenue \$1k.
- xii. Call for vote on budget. Not yet.
- xiii. Ann Heintl - proposed library spend of \$750/\$250. Books donated and need to be processed so they can be put on shelves. Much discussion about where to draw from budget – Line Item 581-17(?)

- xiv. Motion to approve budget (Carla), seconded (Kristine), unanimous Yes.
 - xv. Traditionally, BPC has gifted teachers with free memberships, but stopped during pandemic.
 - 1. Motion to approve (Karen), seconded (Carla), unanimous Yes.
4. Board & Committee Chair Reports
- a. Vice President: Christine Fouchi
 - i. Block party was great.
 - ii. Ice Cream Social next Thursday (9/14)
 - b. Corresponding Secretary: Carla Riseman
 - i. There is a printed calendar but a nifty shareable Google calendar is forthcoming.
 - ii. Upcoming meetings: the first and last BPC meetings are in person, all others are over Zoom.
 - iii. Reminder to fill out the form for messaging and send to Carla on Tuesday for Wednesday comms blast.
 - c. Fundraising Coordinator: Kristine Alexander -
 - i. Tuesday 19th is Bill's Place fundraiser; BPC gets 20%.
 - ii. Hispanic Heritage Night 9/29
 - 1. All-kids' mariachi band
 - 2. Ricky's selling tacos on the playground
 - iii. Sweets with Someone Special
 - iv. Movie Day Oct 9, James McCathern
 - v. Someone Special Dance - planning getting underway next week
 - vi. Need a DE&I co-chair and Cultural Night Chair
 - vii. Wolves, Sat, 12/30
 - viii. Barns & Noble shopping day, we get \$. To support local black businesses, we can get books from list of cultural diversity books.
 - d. Volunteers Relations: Karen Boylan
 - i. Sent Ice Cream Social message on Facebook
 - ii. Collected names/contact info for interested volunteers at recent events including book fair, curriculum night and block party
 - 1. Plans to ask people to share their time/day preferences to help streamline "asks"
 - iii. Reminder to let Karen know if volunteers are needed and she'll do a Sign-up Genius.
 - iv. Room parent sign-ups oddly slim this year.
 - v. Block party was great.
 - e. Member-at-Large: Corrie Mieszczak - no report.
 - f. Committees:
 - i. Block Party - Kate (and Erica, not present)
 - 1. Thank you!
 - 2. Email ideas or if you want to help next year.
 - 3. Event is likely to remain as a kick-off to the school year, despite many people being on vacation and not

available to volunteer or attend. It's challenging to find a date that works for everyone.

4. Will likely do a big volunteer push at the end of the school year.
 5. Need a bigger committee
 6. Need a Volunteer "wrangler" to help ensure volunteers know what they're doing, have water, etc.
 7. Moving forward, make it clear in the messaging that the event is a fundraiser, as this might help parents pay for and wear the wristband.
- ii. Book Fair: (Emily Provost, Chair)
1. successful book fair; sold over \$5k; earned: \$15,576.99 in book credit;
 2. Payment system went down in addition to WiFi issues during the event.
 3. 6th graders were fantastic at check-out
 4. Confirmation that all teachers are told about the book bins.

Meeting adjourned at 8:48pm; Carla R (motion), Karen B (seconded motion)

Upcoming Events and Fundraisers

New Families/ECE/Kindergarten Ice Cream Social	September 12th
Hispanic Heritage Night	September 29th
Sweets with Someone Special	October 3rd

Upcoming BPC Meetings

October 5-6:30pm	November 2-6:30pm
December 7-6:30pm	February 1-6:30pm
March 7-6:30pm	April 4-6:30
May 2-6:30pm	