



**11/1/22 FOLPHS Meeting Minutes**  
**LPHS Rm 103**

**Call to Order:** 6:32pm

**Officer's Reports**

**Principal Report: Dr Steinmiller** Next LSC meeting will be 11/10 at 4pm. Several of our athletic teams made playoffs. Activities are moving forward. There will be winter formal in January. Our first in person Open House since COVID will be this Saturday 11/5/22. Harvest Fest is Wednesday 11/2. Coffee with Principal was held today and had good turnout of freshmen and sophomore parents. No school Tuesday 11/8/22 due to Election Day. Parent Teacher conferences will be Monday 11/21. He received requests to hold earlier in day due to many families traveling that day. Conferences will be in person and remote.

**President and Vice President Report: Sabrina Spitznagle and Kristen Feurer** No formal report-dedicate time to committee discussion.

**Treasurer Report: Ellen Zickmann** If each family donated approximately \$40, we would meet our goal for Smart Boards. Goals for Spring Fundraisers will be discussed at a later time.

**Secretary Report: Sarah Portugal** Not Present. Board members received October minutes via email. Sabrina motioned to approve October minutes. Kristen seconded motion. Board members present unanimously approved October minutes.

**Committee/Director Reports**

**Open House- Beth O'Connor and Michelle Berman** Brochures are done. Sign up sheets went out for volunteers and more volunteers are needed. Parent volunteers don't need to be experts. Will just need parents to welcome visitors and guide them in right direction. There will be a Zoom meeting Thursday 7pm for volunteers. Beth and Michelle created a document they will share with volunteers with an overview of expectations. There will be prizes, different sessions, students will be present to represent athletics and clubs, lead tours. FOLPHS will provide pizza for student volunteers. Event starts at 12, but parents and prospective students can arrive later. Beth and Michelle received positive feedback about this since families have other events that day. Chairs will be delivered and set up. Ms Tookey suggested extra water bottles be available. Each session room will have a student volunteer who can be a runner and

assist if anything is needed for that session/room. Sabrina will send Zoom link to parent volunteers and send another email regarding volunteer sign up.

**Pledge Drive: Sabrina Spitznagle and Suzanne Rover** Suzanne not present. Sabrina reported Pledge Drive ends 11/30, and we have raised just over \$32,000 so far. It is our primary fundraiser. We did receive more donations today since donations today will be matched. She will increase emails sent to twice a week once we get closer to end of drive. We are open to suggestions about increasing donations. Everyone please share info about drive.

**Spirit wear: Therese Matheny** Therese not present. Ellen reported Spirit Wear store is online. Website: [lphsspirit.square.site](http://lphsspirit.square.site). New email is [LPSpiritWear@gmail.com](mailto:LPSpiritWear@gmail.com). Gift cards will be available. Shipping isn't available, but we will have pick up days. Cook books are already on website. Sabrina asked to include yard signs for \$25 each. Principal Steinmiller and staff are working on area near cafeteria that can be used for Spirit Wear store. He will coordinate with Therese and Ellen about moving items in once area is cleaned and prepped. Next Spirit Wear sale will be 11/16-11/17.

**Diversity, Equity, & Inclusion Committee: Venecia Sanchez and Julie Molina** 39 cook books were sold. 23 were delivered. 16 still need to be delivered. Julie reached out to Debra about putting on Social Media closer to holidays since we did not want to interfere with Pledge Drive. Sabrina and Ellen said to go ahead and promote since it shouldn't interfere with Pledge Drive.

**Community Fundraising: Jodi Torzewski** Jodi not present. Ellen reported that we made \$97.44 from Jeni's Ice Cream Fundraiser.

**Social Committee: Kristen Feurer** House of Blues is secured for Winter Formal 1/21/23 530pm-930 pm. In addition to two floors, there is restaurant on main floor with equipment the Music Production club can use to DJ music. Tickets will be \$50 each. We will need parent volunteers especially during end of event to usher students to leave. Also, email will be sent to remind parents to pick up students so they don't linger.

**Faculty & Staff Appreciation Committee: Sabrina Spitznagle & Kristen Feurer** 11/21 is PTC. Sabrina and Kristen asked Principal Steinmiller and Ms. Tookey what they thought staff would like for that day. Per Dr. Steinmiller lunch won't be necessary since departments might have their own pot lucks. Ms. Tookey thought the staff might appreciate having coffee available during the day. FOLPHS will also spend \$2000 on holiday party for staff. Party scheduled for 12/16/22.

**Social media : Debra Sitar** Debra not present, but Sabrina asked to please send Debra anything we need posted.

**Marketing: Rebecca Eden and Indira Williams** Neither present, but Rebecca sent email report to Sabrina. Rebecca met with parent Mindy Hilt who is on board for chairing 2022-2023

Business Directory efforts. Goal is to get email to businesses and form for entries posted by 11/15/22. Rebecca will need instructions and link generated for any money coming in and asked Ellen for help with this. Rebecca is also requesting that everyone on Board please send her headshot and updated line about who they are, what grade their student is in as well as any activities they do at LPHS. Mindy will help her update website. She thanked Ellen for doing an audit on site for any errors/broken links. Please let her know if any typos or outdated info on site.

**IB Liaison: Venecia Sanchez** Ms Tookey present and discussed that IB program usually has IB Potluck in Fall, but a lot going on. She suggested 2/1/23. With COVID we would have catered event instead. This would be for parents only. There will be information coming out soon for IB information session which students will need to attend if they want to be in IB program. One will be virtual. Two will be in person.

**LSC Liaisons: Sabrina Spitznagle and Rebecca Eden** LSC meeting is next Thursday. Please let Rebecca know if anything specific needs to be added to the agenda.

**Brick Drive: Eurydice Chrones** Plan to have brick drive January or February. This time she would like to include replicas of bricks. More info to come.

**Personalized Marquee Messages: Sabrina Spitznagle** Please send email with any suggestions.

**Communications: Yelena Spector** Not present. No report.

**Spring Parent Party: Suzanne Rovner and Kristen Feuer** Tentatively planned for April some time after acceptance letters go out so incoming parents can attend.

### **New Business**

Sabrina reported that Robotics students are having fundraiser. They ask that we share link for donations which we will. The Choir Teacher submitted request for FOLPHS to pay \$400 bill for choir uniforms not available through CPS vendor. Sabrina motioned for FOLPHS to pay \$400 for choir uniforms. Kristen seconded motion. Board members present unanimously approved motion.

### **Old Business**

None

### **Open/Announcements**

Jenny reported Drama Department had successful turn out for Fall play and group raised \$1200. Spring play is March. Suggestions were made about easier way to collect ticket money without having to pay a fee. Most platforms require a fee. Michelle suggested cash only option which was done for Talent Show. If parents and community are informed ahead of time, there are minimal issues.

**Adjournment:** Meeting was adjourned at 8:12pm. Next meeting will be 12/13/22 630 pm.

**Minutes Submitted by:** Venecia Sanchez

**Attendees and Emails :**

**Executive Board Members**

Sabrina Spitznagle, President  
Kristen Feurer, Vice President  
Ellen Zickmann, Treasurer

[spitznagle98@gmail.com](mailto:spitznagle98@gmail.com)  
[kastoj@aol.com](mailto:kastoj@aol.com)  
[ezickmann@gmail.com](mailto:ezickmann@gmail.com)

**At-Large Board Members and Committee Chairs**

Michelle Berman  
Beth O'Connor  
Venecia Sanchez  
Julie Molina  
Eurydice Chrones

[bermansm@sbcglobal.net](mailto:bermansm@sbcglobal.net)  
[bethaoconnor@comcast.net](mailto:bethaoconnor@comcast.net)  
[vsanchez88@sbcglobal.net](mailto:vsanchez88@sbcglobal.net)  
[molina.julie@gmail.com](mailto:molina.julie@gmail.com)  
[eurydice.chrones@mac.com](mailto:eurydice.chrones@mac.com)

**Faculty and Staff**

Principal Steinmiller  
Ms Mary Edna Tookey

[easteinmille@cps.edu](mailto:easteinmille@cps.edu)  
[metookey@cps.edu](mailto:metookey@cps.edu)

**Other Attendees:**

Jenny Perez  
Heydy Franco

[laughingwiththekids@gmail.com](mailto:laughingwiththekids@gmail.com)  
[eheynet@gmail.com](mailto:eheynet@gmail.com)