

Peirce Service Organization Meeting Minutes

Friday October 21, 2016

8:15 am

Attendees

Nora Hughes, President

M. Cecilia Bocanegra, Secretary

Lorianne Zaimi, Principal

Kimberly Lebovitz, Primary Years IB Coordinator

Members of Peirce Service Organization (PSO)

Location

Fieldhouse - Helen C. Peirce School of International Studies

1423 W. Bryn Mawr Ave. Chicago, IL 60660

Agenda

- **New Business**
 - International Reading Night
 - Halloween Parade
 - Teacher Appreciation Luncheon
 - Scholastic Book Fair
 - Library Help Needed
 - Committee Meeting Input and Feedback
 - UNICEF Boxes
 - Fork Fundraiser
- **Old Business**
 - Open House
 - PAC/PSO Collaborative Use of Supplies/Storage Consolidation

- Jr. PSO

New Business

- **International Reading Night** This annual event will be taking place on Oct. 27th from 4:30-6:30 pm. PSO usually handles the book swap table and someone is needed to go to Women & Children First and pick up the advance copy books that they typically donate to the event. PSO member Rebecca Hendrickson volunteered for that task. She will also be creating an online signup for volunteers to man the book swap table in shifts.
- **Halloween Parade** The parade will begin at 1:45 on Monday Oct. 31st. No volunteers are needed for the parade itself but room reps have been asked to reach out to their individual teachers to inquire about assistance that may be needed for each classroom's celebration.
- **Teacher Appreciation Luncheon** Andrea Korte is once again organizing the potluck for the teachers and staff for Wednesday November 9th, during Parent-Teacher Conferences day. She has already sent out an email and shared a link on the Facebook pages for the Peirce community. Anya Kompare will be sending out the link in the newsletter and it will be put on the school website too.
- **Scholastic Book Fair** The book fair will be taking place from November 7 until November 10. It will not be held in the gymnasium as in years past because of needing the space for the election on Nov. 8. Principal Zaimi is entertaining suggestions for an alternate location. PSO member Rebecca Hendrickson offered to create a SignUp Genius for shifts for parents to work for the book fair.
- **Library Help Needed** School librarian Ms. Ferrand is still looking for volunteers to help her in the library as she has lost some good volunteers this year. Anyone interested is to contact her to arrange a time.
- **Committee Meeting Input and Feedback** The heads of the parent committees are meeting next week. PSO President Nora Hughes asked the group if there was anything any member felt would be important to take to the other groups on behalf of PSO. Suggestions should be directed to her.
- **UNICEF Boxes** PSO member Manini Rao is managing the boxes for UNICEF for this year. She will need help counting out the boxes to deliver to each classroom and then again afterwards to take the donations to be counted.
- **Fork Fundraiser** PSO member Manini Rao also shared that a fellow Peirce parent who owns his own restaurant has offered to host a fundraiser "beer dinner" at his venue and donate the proceeds to Peirce. This dinner would take place on November 9th. Manini is helping him spread the word and is directing him to the right parent groups/volunteers to talk to for further assistance in promoting this fundraiser.

Old Business

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- **Open House** Open House is coming up on Nov. 10th. Flyers have been created and will be posted at the school and shared with neighborhood groups. A new brochure has been created. IB PYP Coordinator Kimberly Lebovitz will be creating an 11x17 document to share with attendees in lieu of the booklet that used to be passed out. The presentations for the program will be streamlined as well. Parent volunteers will be needed to accompany tour groups and run the registration table. Kimberly Lebovitz will be assisting with preparing the student council representatives who will accompany the tour groups as well. A SignUp Genius will be created for volunteers and shared closer to the event date.
 - **PAC/PSO Collaborative Use of Supplies/Storage Consolidation** A date has been set to assist the new head of PAC, Anya Kompare, to clean up the PAC supplies, redistribute if necessary, and move things to the new closet space for the parent groups. On Wednesday Oct. 26, anyone available to help should meet after drop-off. The items from the PSO closet will be moved to the new space on that day as well.
 - **Jr. PSO** PSO members Ella French and Betsey Boemmel are still working on getting Jr. PSO off the ground. Ella asked for and was approved to have a table to recruit at the International Reading Night. Kimberly Lebovitz will be helping to gather the names of all the kids who ran for student council but did not get elected to serve as another source for recruiting members from the student body.

Next Meeting

The next meeting will be held on November 18 at 8:15 am. The location will be the fieldhouse at the school.