



To: Dr. Charles Johns
Board of Education

From: Dr. R.J. Gravel

Date: Wednesday, April 28, 2021

Re: Recognition of the 2021 GBN Senior Send Off Committee as an Auxiliary Adult Organization

Recommendation

It is recommended that the Board of Education approve the recognition of the 2021 GBN Senior Send Off Committee as an auxiliary adult organization through the remainder of the 2020-21 school year. It is further recommended that the administration be authorized to establish an account within the activity fund for the 2021 GBN Senior Send Off Committee.

Background

Board Policy 9010 authorizes the Board of Education to recognize adult groups (auxiliary adult organizations) to support school programs. Since 1976, the Board has recognized organizations at both schools dedicated to helping our students and school community through fundraising, programming, and volunteerism. While independent in definition, these organizations partner with administrators and teachers to support students and their experiences across academics, activities, athletics, and the arts.

Two examples of auxiliary adult organizations are the GBN Grad Night Committee and the GBS Grad Night Committee. These organizations devote countless hours each year to coordinating a safe, culminating event on the evening of graduation for our seniors. While the groups are ultimately responsible for raising funds necessary to support their event, recognition as an auxiliary adult organization provides for the following support:

- The organization may be permitted by the Board of Education to use the school name in the title of the organization and other activities;
- The organization may use school facilities and equipment as designated in Board Policy Community Use of School Facilities (5030);
- The District Public Information Office will cooperate with auxiliary organizations and will make the service of that office available to all reasonable requests;
- The organization may have access to mailing lists and school mailing procedures. The organization will be required, however, to pay for its own mailings;
- Liability coverage will be made available for fundraising projects and events in accordance w/Section B1(4) of this policy to the extent coverage is provided by the district's insurance coverage; and
- The organization may request to establish a student activity fund account in accordance with Board Policy Activity Fund (8250).

Recognizing the challenges associated with the coronavirus pandemic, the grad night committee at each school has needed to re-evaluate the structure of their annual event. And after a significant amount of

consideration, the GBN committee has decided not to host the traditional on-campus grad night event this school year.

In response to the decision not to host a grad night at GBN, a group of parents has come together to offer students an alternative culminating event to their senior year. The event has been named “GBN Senior Send Off” and would provide a safe, lock-in experience for all interested GBN seniors on the evening of graduation. The event would be held off-campus, similar to the event hosted by the GBS committee, distinguishing it from the traditional grad night at GBN. To support the coordination of this event as previously described, the Board of Education would need to recognize the group as an auxiliary adult organization.

The administration expects that the recognition of this group would dissolve after the 2020-21 fiscal year. While the traditional approval process requires the establishment of formal governing documents, it is recommended that the unique circumstances associated with the pandemic, and the limited scope of this group, warrant a waiver of this requirement. Dr. Johns, Mr. Markey, and I are committed to reviewing all applicable contracts and financial considerations before committing to ensure all district requirements are met. Any funds remaining after the conclusion of the event will be transferred to the GBN Student Activity Office account to support future school activities.

If there are any questions regarding this request, please do not hesitate to contact Dr. Johns, Mr. Markey, or me.

April 22, 2021

Dr. Charles Johns
Superintendent
Glenbrook District 225
3801 West Lake Avenue
Glenview, Illinois 60026

As you know, GBN's Grad Night Parent Committee has declined to move forward with the traditional lock in event for our GBN graduating seniors the evening of graduation. GBS's Grad Night Parent Committee is moving forward with its event. With the decline in virus numbers and the increase in vaccinated individuals (including many parents in our community and many of the graduating senior class), a few parents decided a few weeks ago to move forward and are planning a special event for the GBN seniors the night of graduation – approximately six weeks from today. We call it “the Senior Send Off.” We have enlisted over 200 additional parent volunteers.

The event will be at a local venue as a traditional lock-in event (10pm-5am) to ensure the safety of the graduates and hopefully prevent super spreader parties and drinking and driving the night of graduation. There will be security. The entertainment offerings will be sanitized and we've determined ways to keep the graduates safe the night of graduation.

These seniors have had a tough year. They have lost so many of the normal expected experiences in their senior year. They have lost a friend. We want them to end the year with good memories and to not focus on what they lost and did not get to experience.

Therefore, we are requesting that you recognize our group as **a temporary and immediate auxiliary adult organization of the District to be named “2021 GBN SENIOR SEND OFF COMMITTEE” for the current fiscal year.** Once we are recognized, we would request that you provide us with the same support the committee for the seniors at GBS are receiving for this very important event. We believe this would be including, but not limited to:

- Sending out all communications about the event to senior families
- Allowing the purchase of tickets via PowerSchool
- Allowing donations via PowerSchool
- Issuing checks to reimburse for invoices from the convenience/activity account for our organization as it relates to the event
- Providing us with the District’s tax exempt letter
- Review contracts from paid vendors and insure the event

This year's event is going to look different. But the main goal is the same -- to provide an event, like the previous 30 years, to keep our graduates safe on graduation night. We want all the seniors to have a place where they can have a final memorable event which will culminate all the other positive experiences they have had at GBN.

We truly want to make this event work for this graduating class and appreciate your assistance in making it happen!

Yours truly,

Laura M. Callahan

Laura Callahan, on behalf of
the Senior Send Off Committee
Kristen Carsello
Julie Henry
Katie Walther

Senior Send Off Event Chairs
Julie Henry
Katie Walther
Kristen Carsello
Laura Callahan

Treasurer - Christine Lofland

Donations
Leatte Gelfeld
Marsha Urlich
Galina Karpel

Entertainment
Sherri Gertz
Katie Walther

Food Committee
Laura Callahan
Heather Cassell
Mary Beth Fahrney
Abby Masinter
Betsy Weiss
Laurel Brown

Talent Committee
Wendy Kussman
Amy Cohen

Parent Staff/Volunteers

Andrea Barber

Patrice Bazianos

Prizes/Giveaways/Donations

Patricia Dolins

Melissa Uhlig

Mary Markovic

Athletic Games Committee

Michelle Shalin

Brian Green

Mary Markovic

Susan Wilson

Paula Zacharia

Activity Committee

Jen Falk

Kate Dini

Carol Miller

Julie Bodell

Decorations/Theme

Janelle Arora

Nathalie Reisman

Patrice Bazianos

Nurse and Medical - Meg Sullivan

Photo Montage Chairs

Joey Orloff

Debbie Applebaum

Marketing

Kristen Carsello

Joey Orloff

Security - Keith Franzen

Administrators

Franca Gisiner

Julie Henry