



Clayton High School PTO

Meeting Minutes: Monday, April 5 @ 5:30 pm via Zoom

The meeting was called to order at 5:30 pm by co-president Stephanie Abbajay. About 15 people were in attendance via Zoom.

Stephanie gave the financial report, which was prepared by treasurer Gina Bernstein: Our bank balance is \$58,102.34 and our PayPal balance is \$100. The financial report was approved.

Stephanie gave the only committee report, Staff Appreciation: The end-of-the-year Staff Appreciation event is usually a catered or pot-luck luncheon. However, due to covid restrictions, all meals must be individually wrapped. Gina Nakis negotiated a deal with Jimmy John's to provide 180 boxed lunches for about \$8 each. This will require additional funding; a motion was made to add \$1500 to the Staff Appreciation budget; the motion was seconded and approved.

There were no other committee reports.

Stephanie announced that only 52 tickets had been sold so there would be no Prom this year, at least in the iteration presented earlier, and no need for PTO funding right now. The school will circle back if plans change.

Stephanie introduced the proposed slate of officers, chairs and reps for 2021-2022. Liz Chung asked if the PTO would post the duties of the reps and chairs. Stephanie said those would be posted on the PTO web page. She also said current office holders will reach out to incoming chairs to share files, knowledge, etc. The PTO Council also holds a Kick-off for new PTO officers, and that invite will go out in May.

Two positions are still vacant: After Prom, which usually has 2-3 chairs, and Homecoming Bonfire Parents' Tent, which also has 2-3 chairs. Anyone interested in those positions should contact Stephanie or Casye.

Stephanie introduced the proposed budget for 2021-2022. The proposed budget is identical to this year's budget. Both will be voted on at the May meeting.

Stephanie reminded everyone that even with a healthy bank balance it is important to raise funds next year, not only to be good stewards for future years but to encourage people to continue to support the PTO. She reminded everyone that restricted donations, like those to After Prom, Funds for Excellent, and the Care Fund, roll over if not used in their calendar year.

Beth Deutsch asked what is to prevent next year's PTO from spending all the funds that rolled over, for example, to the After Prom fund. Stephanie replied that good sense usually prevails, and that the PTO takes its cue from the student and administrators who organize the events, which informs about funding needs.

The last meeting of the 2020-2021 school year is Monday, May 3.

The meeting adjourned at 5:50 pm.

Respectfully submitted by Stephanie Abbajay