

MINUTES OF A MEETING OF  
THE BOARD OF DIRECTORS OF THE PTO COUNCIL FOR  
THE SCHOOL DISTRICT OF CLAYTON

November 27, 2018

A meeting of the Board of Directors of the PTO Council for the School District of Clayton (the "Board") was held, as scheduled pursuant to due notice, on November 27th, 2018 at 6:30pm CST at the School District of Clayton Administration Building.

The following members of the PTO Council Board were present at the meeting: Ann Marie Kerr, Celeste Gillete, Susan Kronemer, Caroline Early, Sarah Melinger and Jenny Abeles, Liz McCandless, Emily Zou, Laura Seelbach, Allie Rossini, Lori Holtzman, Betsy Meyland-Smith.

The following ex-officio advisors and PTO members were also present at the meeting: Dr. Sean Doherty, Chris Tennill, Kristin Redington, Mary Bower, Brad Bernstein, Elizabeth Macanufo.

**Update from Superintendent, Dr. Sean Doherty**

Dr. Doherty was invited to the high school for two appellate court cases that were presented to students. The lawyers would go through the process and then explain what they were doing and why. This is an excellent example of the district doing different things and how amazing our kids are.

Tomorrow he is going to The Family Center to help with their goals and find ways to help make an even bigger impact in the school and community.

The FOCUS meeting were successful, approximately 110 people attended. The purpose of the open house's was to educate the community about our challenges and the possibility of a tax levy as well as get input from the community. We received a lot of opinions and spent a lot of time listening and gathering information. Tomorrow night the information will be discussed at the Board of Education meeting. The board will discuss the information that was gathered and then, at the December meeting, they will make a decision on whether or not to add the tax levy to the April ballot.

We are also working on our strategic plan and gathering data from the community on attributes we want from our graduates. We have compiled lot of information and looking at how to engage our community with it. Dr. Doherty will be visiting all the schools to get feedback. We are also inviting a high school student to help create this new plan. We think because the strategic plan affects our students so closely, it will be a huge benefit to include them in the planning process. Several students have already offered to help.

Finally, Dr. Tim Dilg, has accepted a new position as the Superintendent of the Valley Park School District. We are starting the process in looking for a new superintendent.

**PTO Council Budget Report by Caroline Early, PTO Council Treasurer**

We have a bit of revenue from Amazon Smile and two corporate matching donations.

Five of the six schools have paid their PTO Council dues.

So far, three QuickBook subscriptions have come up as well as the Secretary of State registration.

Laura Seelbach moved to approve the budget.  
Susan Kronemer seconded

The budget passed.

**Staff Giving Policy - Ann Marie Kerr and MaryJo Gruber**

The District has a policy that states - any employee cannot accept a gift from one individual for more than \$100 per parent/per teacher per year. The PTO Council is simply reminding representatives to make the community aware of the Staff Giving Policy. Please make your community aware so it's not uncomfortable for the parent or the employee.

**District Calendar Review - Sarah Melinger and Chris Tennill**

Some questions have come up because there have been conflicts for some activities. Each PTO scheduled their meetings in advance and we want to make sure everyone is able to attend all activities. We need to figure out a way as a group that when we plan activities we are respecting the speakers, PTO meetings, etc.

The curriculum, administration and the arts departments all sit down and decide when these activities are going to be scheduled. We need to find a way to get the district our information sooner.

Right now there is an external calendar that the public can see. There is also an internal staff calendar that people don't really need to see. And a third calendar used for booking facilities.

Staff who handles each school's calendar  
CHS - Terri Halsey or Gene Gladstone  
Family Center - Linda Villaire  
Captain - Patty Davidson  
Meramec - Cathy Kopp  
Glenridge-Stacy Hoffman

Wydown - Lori Barker

Is there a way to make the “universal” calendar more universal? Chris says that is being worked on as we speak.

### **Reserve Policy Discussion - Sarah Melinger and Ann Marie Kerr**

Recently at CHS, the PTO wanted to make a donation to Adzick Field, however they needed to dip into their reserves to make the full donation. We wanted to bring it up tonight and have a discussion with everyone to see what the President’s feelings are in regards to this topic.

The current policy for the reserves was set for a reason, we don’t want anyone to come in and use up all the money so there is nothing left for the following year. Additionally, we don’t want one person to come in and bring a majority of people to vote on using all the reserves for one particular purpose.

This is coming up now with Adzick Field, however, we are sure that other projects projects similar to this one will come up time to time and we want to make sure we have a policy or procedure in place.

Discussion items:

- One thought was, when you donate to FFE can you “ear mark” funds to go towards a certain fund? Concern with this option is you don’t want to detract from your FFE donations.
- Setting aside a percentage from an individual donation of FFE to go towards a certain fund.
- This should be set up as a procedure, not a policy.
- You also need to consider where you are in your school year when the ask comes in.

Conclusion:

Take this discussion back to each individual PTO and see how others feel and if there are other suggestions. We will discuss again at the next PTO Council Meeting.

### **Google Drive for documents/ Generic Email Address - Elizabeth Macanuo**

Every school has an @claytonschools.net account. It’s a google group, Elizabeth manages so we don’t have to worry about creating new passwords each year and passing them along. It is a generic email account and when an email is sent, it will go to the president’s and treasurer’s personal email account.

GoogleDrive - we can have one account per school and it can house all your docs and forms. The only thing we ask is that Elizabeth has a record of the passwords so when positions change the following year, she can manage it.

After a discussion, it was decided to have one GoogleDrive for Clayton School District PTO and then have subcategories for each school. It's easier to share with everyone that way.

### **Tim Bono - Speaker Update - Susan Kronemer and Ann Marie Kerr**

Tim Bono, PhD, is a faculty member at Washington University who lectures at some of the other schools in the area on a regular basis, has agreed to present to the Clayton School District. Dr. Bono's topic is The Psychology of Mindset and Resilience where he discusses resilience as a life skill, misconceptions about self-esteem, and practical strategies for rebounding from adversity. We also plan to have him speak about teenagers transitioning into college. Dr. Bono will provide tips on how to help them navigate the process. His lectures are directed to middle and high school students. One of his lectures is on YouTube if anyone would like to view his presentation.

Janey and Dr. Doherty will meet next week and come up with a date for Dr. Bono's presentation.

### **Board of Education Update, BOE Representative, Brad Bernstein & Kristin Redington**

We encourage everyone to attend the board meetings, they start at 7pm and occur every other Wednesday. They typically last until 9pm and 10pm. We have a lot of curricular reviews going on now.

The filing for running for school board is December 11th and it goes through mid January. Brad Bernstein and Joe Miller's seats are up for reelection.

Our last meeting of this school year will be December 12th. We will pick back up again in January.

### **New Business**

Wydown Middle School - We had a great fall fest and all the clubs were invited to participate. We are going to change the date for next year and have it closer to the beginning of school. We think even more clubs will participate and it will be more fun for students. We also added a book fair and it was a huge success.

This Friday we are having a social event at Evereve at the Galleria, the PTO will receive 15% of sales for the evening.

On December 13th at 7pm, we are going to be showing Big Sonia, first come, first serve.

Sarah Melinger announced that the next PTO Council Meeting will be on February 19th, 2019.

**Adjourn**

Ann Marie moved to adjourn. Jenny Abeles seconded.  
Meeting adjourned.

Respectfully Submitted,

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Jenny Abeles, PTO Council Secretary