

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

FEBRUARY 30, 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 February 20th, 2018 at 6:30pm CST and the School District of Clayton Administration Building.

The following members of the PTO Council Board were present at the meeting: Sarah Melinger, Caroline Early, Celeste Gillette and Chrissie Wojciechowski.

The following ex-officio advisors and PTO members were also present at the meeting: Dr. Sean Doherty, Chris Tennill, Nicole Loiterstein, Jenaro Centeno, Dottie Silverman, Jenny Abeles, Allie Rossini, Allison Hoette, Stefanie Litteken, Emily Zou, Tanya Hayden, Amy Rubin, Jason Wilson, Shanti Parikh & Elizabeth Macanufo.

Sarah Melinger welcomed members of the Board and reviewed the agenda for the meeting.

Introductions: The current PTO Council Board introduced themselves. All members and Ex-Officio Advisors present at the meeting introduced themselves.

Introductions and Short Summary of Individual School Updates:

Sarah asked those present to introduce themselves and give a brief update of their school activities and news. CHS-After Prom planning under way. Parent/Teacher Conferences went well. Family Center—gearing up for Mom’s Night Out at Parker’s Table. Clayton Educational Foundation—Upgrades to Adzick Field and fundraising efforts via the Elementary Trivia Night, there will be a live auction. Wydown—Giving back to community via Give Back Night, Wydown Welcome Wagon under way, Food Pantry Started. Meramec—One School One Book Started, Pancake Breakfast went well, Black History Night coming up next Tues night. International Night went well. Glenridge – Elementary Trivia Night coming up 3/3/18. Captain -- ??

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

Caroline Early reported on the PTO Council Budget. There were several copies of the budget for members to review.

The current expenses and income were reported for the current year. Balance of the PTO Council account is 7604.49. AS per administration of the district, PTOs should not use Venmo to accept payments. This payment system is currently for person to person payments. Not business to person. Please use cash, checks or PayPal for payments to PTO.

Update on the Board of Education by BOE Representative Kristin Reddington:

Kristin introduced herself and gave an update on the Board of Education and the current projects.

The Board will be reviewing Early Childhood and Physical Education at the next board meeting on Wednesday Feb 21, 2018. The board members will also be participating in a retreat soon.

Kristin thanked the PTO for their service.

Comments by Dr. Sean Doherty, Superintendent of the Clayton School District:

Dr. Doherty shared he just returned from the high school engineering room where the robotics team is putting the last few hours work on this year's robot. Approximately 70 students are members this year. He said it was a pleasure to see teachers, students and parents coming together to support each other's work on the team.

Dr. Doherty then stated that he knows safety is on the mind of all of us after the events of the past week. Physically and Emotionally. He said an email was sent to assure parents and students. He sent an email as well as each building principal. He and the administration building are evaluating – What are we doing to be proactive? The Central Office met this morning to examine each building. He said we are constantly evaluating and looking over our security. They encourage students to report any suspicious or questionable behavior or comments. They are looking at replacing video camera and he wanted us to know windows in certain parts of the buildings are plexiglass instead of glass to prevent injuries from broken glass. QuikTips is an anonymous website available to district patrons to report any behavior.

He also shared that he has visited the CHS PTO and plans to visit other PTOS soon— with Glenridge coming up next.

As a district we are looking at how we use our human capital. Using our employees and resources to the best of our ability and efficiency. Hoping to impact student learning in the best way.

Next year Strategic Planning revision will start. We are looking at this in a different way this time. Asking the question: What do we want for every graduate of Clayton? And How do we get there? How do we make that happen?

Clayton Catalyst class is under way at the HS. This is Partnerships with companies and individuals in the community to educate and give HS students real world/job experiences.

Chris Tennill gave an update on Fundraising within the schools.

Sarah Melinger asked Chris to comment or clarify the rules governing fundraising by individual schools NOT related to PTO. One school had a fundraiser for their custodians and some parents were not invited to participate. No one was regulating who collected the money or where the money went or who was asked to participate. The District cannot police the private raising of funds for charities deemed worthy by individuals within the district. Chris stated that we (District or PTO) cannot regulate any individuals who wish to collect money for a cause. The individuals cannot use district resources such as PTO emails to solicit the donations. The school staff cannot be involved in collecting the money. Chris reminded us that the school secretaries/employees cannot be allowed or expected to handle cash collections of any kind, fundraiser or sale of any items. All of these funds must pass through the ASN accounts. He suggested using a Lock Box in the main office, such as Captain. The box is located in the school office and parents just drop envelopes with cash/check in the black lock box and the PTO treasurer collects it. This box is considered the Treasurer mailbox, parents use it for donations that go towards and into the PTO budget. If someone is fundraising for a cause, they must collect the funds directly from the community or set up a Go Fund Me account. If school secretaries collected funds, they would need to be deposited in the District ASN account.

Sarah Melinger Speaker Series Recap:

Ann Marie and Susan planned the speaker series events this year. Both were held at CHS auditorium. She asked if any of those present attended? The general consensus was that the speakers were great, and each shared valuable information with those present. (*anyone have more to add here??*) Sean shared that the district will have a speaker on April 5th from 6-8pm. Secrets of Effective Discipline. The speaker wrote the book "Raising the Spirited Child". He welcomed everyone to attend.

Sarah Melinger PTO Council Openings:

Please refer to the PTO Handbook (posted online) if you are interested in applying to be a part of the PTO Council Board for the upcoming school year of 2018-19. We will have two openings. The term is a 3 year term and if interested, please consult handbook for criteria. Please refer to our online bylaws for specifics concerning requirements for those interested in serving on the PTO Council.

http://www.clayton.k12.mo.us/cms/lib/MO01000419/Centricity/Shared/PTO/PTO_ByLaws_03272014.pdf

BOE Candidate Statements:

Each of the three candidates filing to be on the board were invited to present a brief statement to the PTO Council. Sarah Melinger welcomed the three candidates and asked them to present their thoughts in 5 minutes or less. We will have a candidate forum for the public to attend on March 13th at CHS Auditorium. Sarah encouraged everyone to attend and said the candidate's statements in the Voter's Guide (mailer) will be coming to district patrons soon.

Each candidate spent 5 minutes making a personal statement.

Do I need to add my summary of each candidate. I worry that my summary may not be what they would want me to focus on.

New Business:

Sarah Melinger asked each school to possibly survey parents about meeting times. She suggested maybe changing up the times a bit each year to see if more parents attend. We want to make sure all feel welcome and can come.

Wydown shared news of their newest project—The Wydown Welcome Wagon. All agreed this would be a good project for all district PTOs-- finding a way to welcome all new families. Allison and Alli are working a Wydown Guide and possibly a partnership between new families and current families to give them a resource for school & community information.

Caroline Early reminded PTOs to have their board ready soon. We will meet with incoming board members on May 8th for our Kick Off meeting.

Stefanie Litteken asked about the security camera around school. She received a letter from a parent of a student who had significant damage done to his vehicle during the school day and the video footage was not clear. This was at 11am in the parking lot on corner of the Center around from the pool. The car, people and license plate were not visible on the camera footage. She asked if any of the cameras are being replaced. And

who was responsible for the cameras—the Center or the School District? Sean stated that the school district and Center share the costs of the security cameras. The building was constructed in different phases and some cameras are just much older than others. At this time they are evaluating each security system and testing the cameras. Each school is being evaluated. There is consideration of installing a camera that a district employee or SRO (student resource officer) could watch from inside the school. The budget is in place and all school security systems and cameras are being evaluated.

Conclusion:

Sarah Melinger did a wrap up and closing remarks.

Our next meeting is May 8th at CHS Library. All new PTO board members will be invited to attend. (is there a special name for this meeting --kick start???)

There being no further business, the meeting was adjourned.

Respectfully Submitted,

Celeste Gillette, PTO Council Secretary