

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

A meeting of the Board of Directors of the PTO Council for the School District of Clayton (the "Board") held, as scheduled and pursuant to due notice, on February 3, 2015, at 6:30 p.m. CST at the offices of the PTO Council.

The following members of the Board were present at the meeting: Sarah Melinger, co-President; Chrissie Wojciechowski, Vice-President; Susan Kronemer, Treasurer; Ann Marie Piana Kerr, Secretary; Missy McCormick, Director of Communications; Jamie Marvel, PTO School Director; Celeste Gillete, PTO School Director; Beth Stohr, PTO School Director; Stephanie Gross, PTO School Director; Laurie Creach, PTO School Director; Silvia Mutis, PTO School Director; Alison Hoette, PTO School Director; Dr. Sharmon Wilkinson, Ex-Officio Advisor; Chris Tennell, Ex-Officio Advisor; Mary Jo Gruber, Ex-Officio Advisor; Lily Raymond, Ex-Officio Advisor; and

Present by invitation were the following: Jay Epstein, Angela Osborne.

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

**Upcoming Board of Education Elections by Sarah Melinger and Chrissy Wojciechowski**

There are three candidates for the two vacant Director positions with the Board of Education. The PTO Council is sponsoring a forum for these candidates to answer questions from the community. The forum is March 30th in the evening at the Clayton High School commons.

The questions are currently being developed.

**Treasurer Update by Susan Kronemer**

The financial procedures for the PTOs are adopted and incorporated into the By-laws. The committee that developed these procedures primarily consisted of the Treasurers from each School PTO, the administration and the PTO Council. The financial procedures will be available on the PTO website.

## **Fundraising/Transaction Fee Discussion by Missy McCormick**

The PTO Council discussed the pending issue of whether to pass the online transaction fees to the parents/guardians or to absorb them. These fees are accessed by the vendor for every transaction. The pros for not passing the fees to the parent community are: (1) it is not standard in the industry; (2) no hesitation by the parent community in paying online as compared to manually; (3) less time investment of the Treasurer in non-substantive tasks, such as driving to the bank to deposit checks; and (4) the fee is minimal when compared to the convenience of the parent community. There is an argument that the online payment generates more parent community participation and timely payments.

The cons for not passing the fees to the parent community are: (1) the PTOs are losing just over 2% of what the PTOs would collect if the parents paid by cash, check, or passing the fee to the parent community; and (2) the PTOs may have to increase prices by \$1 to cover the loss in some cases.

The decision was made to have the PTO Presidents pass this information onto their individual School PTOs for discussion and to then report back at the May 2015 meeting.

## **School PTO Policies and Procedures by Ann Marie Piana Kerr**

The final draft of the Governing Rules for the School PTOs is completed and is being submitted to the PTO Presidents for one last turn. These documents are developed to provide consistency among the School PTOs yet also allow the School PTOs to maintain their individuality in certain choices. The Governing Rules will be finalized by the May 2015 meeting to be implemented for the 2015-2016 school term going forward.

## **Executive Board Openings for 2015-2016 by Sarah Melinger**

Two Directors/Officers of the PTO Council will be ending their terms this academic year. The PTO Council invites all eligible individuals who are interested in serving on the Board of Directors of the PTO Council to declare their interest. To be eligible, an individual must (1) be a parent or other legal guardian of a child who is attending a Clayton public school and (2) have served as a Director on a Clayton School's PTO for at least two (2) years.

Individuals must declare their intent no later than Wednesday, April 1, 2015 at 5:00 pm CST by contacting any PTO Council Director. Further information can be found on the PTO Council website. At the PTO Council's final meeting of the 2014-2015 year (May 5, 2015), a written vote will be taken by all voting members. This vote will be the final and deciding factor in determining who will fill these vacancies for the upcoming school year.

### **Update from Dr. Sharmon Wilkinson, Superintendent**

The search is currently in process for the Wydown Middle School principal and the Chief Technology Officer.

The recent Trivia Night where all three elementary schools gathered for trivia and fun was a great success. It was a great opportunity for the various school parent communities to interact.

Please subscribe to the Clayton High School Globe publication produced by the Clayton High School students. The paper has received an impressive amount of recognition as have the student writers.

The recommendations from the recent study were approved by the Board of Education. The recommendations primarily were: (1) increase instructional time at Wydown Middle School, including math and science; (2) look at how time is used within the classrooms; (3) ensure continuation of the elective programs at Wydown Middle School, which are deemed critical to the student learning; and (4) provide interventions not only to students who need support, but also to those who need challenge.

The District is launching a long-term financial planning committee, which will consist of a 2-3 year term. If any parent/guardian of a student is interested, there is an application process. The application deadline is February 20. Please contact the District for further information.

### **Other Business/Adjourn**

There being no further business, the meeting was adjourned.

Respectfully submitted:  
Ann Marie Piana Kerr, Secretary