

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

**OCTOBER 28, 2014**

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 October 28, 2014, at 6:30 PM CST at the offices of the PTO Council.

The following members of the Board were present at the meeting: Sarah Melinger, Laurie Anzilotti, Chrissie Wojciechowski, Susan Kronemer, Ann Marie Piana Kerr, Missy McCormick, Jamie Marvel, Celeste Gillette, Stephanie Gross, Laurie Greach, Stephanie Abbajay, Beth Stohr, Alison Hoette, Silvia Mutis.

The following ex-officio advisors and PTO members were also present: Sharmon Wilkinson, Sean Doherty, Mary Jo Gruber, Robin Fultz, Lily Raymond, Jay Epstein.

Laurie Anzilotti welcomed members of the Board and reviewed the agenda for the meeting. In continuation of the PTO Council’s goal of unification of the School PTOs with the assistance of their governing body, the PTO Council continues to develop a strategic plan to serve as a resource and to provide guidance to the School PTOs.

Update on PTO General Operating Rule by Ann Marie Kerr

The School PTO Rules and Regulations are being revised for final submission to the School PTOs. These revisions are generated from the comments and suggestions submitted by the School PTOs following initial review of the document. Thank you to all those individuals participating in this review process.

### PTO Treasurer's Update by Susan Kronemer

All School PTOs have now transitioned to using QuickBooks. All the Treasurers from the six PTOs met with the goal to develop best practices. The committee will ultimately share the revisions with the PTO Council and ex-officio Advisors.

### Volunteer Update by Sean Doherty

Dr. Doherty has been working on the background check process and procedures for volunteer background checks. Volunteer background checks are common to the majority of school districts across the country that use the pro bono services of parents, guardians and others. A volunteer background check application and approval process is being implemented in the District for the safety of the District's students. Measures are taken within the process to protect the privacy of the information submitted by the volunteer submissions.

Dr. Doherty is creating a frequently asked questions document to place within the packet.

The volunteer background check process will be effective for the 2014-2015 school year. The packet can be completed without utilizing the Internet.

Dr. Doherty will provide talking points and attend the School PTO meetings to introduce and explain the background check process.

The approval will be valid for one year and then re-application is necessary.

### Communications Update by Robin Fultz

There is a mobile application from the Clayton School District now available for downloading. It addresses the school

closing/weather issues, etc. The link was sent today to the parents and guardians providing a direct access for downloading.

#### Funds For Excellence by Sarah Melinger and Laurie Anzilotti

There are differences between the school PTOs about the use of Funds For Excellence (“FFE”). The meeting attendees broke into group sessions to discuss best practices for funds for excellence among the PTOs. The individual groups then shared their conclusions or suggestions.

The next step is further conversation with the Presidents/co-Presidents.

#### Closing Remarks from Dr. Sharmon Wilkinson:

One of the three Superintendent’s Cabinet lunches occurred recently wherein Melina Garganino presented regarding learning in the District and the current curriculum being reviewed.

Dr. Wilkinson presented regarding the curriculum information available to parents and guardians. The link is: [Claytonschoools.net/curriculum](http://Claytonschoools.net/curriculum). This part of the website shows detailed information about vertical and horizontal learning and planning for each subject by grade.

Strategic Plan: The Board of Education approved framework for a strategic plan one year ago. The administration invested a lot of time analyzing the framework and developing the plan initiatives going forward. The plan initiative is focused, and it allows the parents and guardians to see the direction of the District. Data was pulled together to develop effective measures of the Strategic Plan’s success.

This year the math, science, career and technical education programs are on the agenda for curriculum review. Dr.

Wilkinson's preparation has included multiple classroom observations at various District schools.

Additional Remarks by Lily Raymond: The Board of Education encourages attendees to educate themselves on Amendment 3, which will be on the ballot on November 3<sup>rd</sup>.

Conclusion. Thank you for your participation today. February 3, 2015 is the next PTO Council meeting. Mark your calendar.

There being no further business, the meeting was adjourned.

Respectfully submitted,

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Ann Marie Piana Kerr, Secretary