

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

September 17, 2019

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 September 17<sup>th</sup>, 2019 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, Jenny Abeles, Jessica Graetz and newly elected Kim Whittle, Alison Yee, Liz Florek, Leslie Wilson, Laura Seelbach, Alison Hoette, Allie Rossini, Diana Hopper, Joanna Dinsmore, Dr. Sean Doherty, Kristin Redington, Mary Jo Gruber, Liz McCandless, Katie Sandquist, Tanya Hayden, Elizabeth Macanufo, and Tanya Vendantham.

**Purpose of PTO Council**

The role of the PTO Council is to be a resource and supportive staff for individual PTO's within the Clayton School District.

**New Business:** Nominate Kim Whittle as treasurer for PTO Council

Jenny Abeles nominates Kim Whittle for treasurer of the PTO Council. Laura Seelbach seconds the motion. And, the motion passes unanimously.

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

Dr. Doherty thanks the PTO for their support and dedication to the district.

Upcoming events/Positive things in the district: This is an exciting time for Clayton with Homecoming right around the corner. We are working to increase the spirit of Homecoming within the community: Friday night bonfire to kickoff the Homecoming weekend festivities, followed by the Homecoming parade on Saturday. The high school is implementing "Greyhound Time" (a 10 minute break in the morning to allow students to check in with a teacher, grab a snack, get organized for the day, etc.) and the school is noticing this is making a profound impact on mental wellness for the students. The Catalyst project (high school) is really progressing; the Clayton district is collaborating with neighboring districts to optimize the experiences student gain from the program. The elementary schools (Meramec, Captain and Glenridge) are piloting leadership program in the upper grades. Our new athletic director, Steve

Hutson, and assistant athletic director, T'Shon Young, are bringing great positive energy to the athletic programs.

Upcoming district development: The district is launching a strategic planning process which dives into developing the profile of the Clayton graduate. The program will launch October 5<sup>th</sup> 2019. This is important work for students and we need to look at how this could impact curriculum. The district is also developing a parent speaker series with the help of the PTO Council as well as inter-district development implemented by the elementary principals.

### **PTO Council Budget Report by Kim Whittle, PTO Council Treasurer**

Kim briefly explains how the PTO Council generates revenue: Amazon Smiles program and PTO Council dues.

The cost of Quickbooks, our current district accounting program, has increased significantly and we need to explore other accounting programs that are less expensive. One viable option is the PTO Today accounting program. We are considering moving to a different accounting program to offset the cost of operational expenditures, such as our AIM insurance expenses. It should be noted the PTO Council treasurer, Kim Whittle, along with the PTO Council would like to continue using the district accounting firm for our annual tax purposes, which are offered at a substantial discounted rate.

Susan Kronemer discusses the corporate matching informational worksheet created by Caroline Early. The goal is to have a link on each PTO's website for corporate matching.

### **District Regulations for PTO Offered Snacks**

Mary Jo Gruber explains all snacks provided during a school day must adhere to the district allergen policies as well as the Smart Snack guidelines. The district's catering service, Chartwells, adheres to the aforementioned policies and regulations. Michelle Fohey is the newly appointed Food Service Director for Chartwells. Wydown middle school and Clayton High School can request an exemption from the smart snacks guidelines. Mary Jo Gruber adds the best source of information about what can and cannot be served in the classrooms at the elementary level is your building principal. Check with them before providing a snack to the student body. The Wellness Committee is in the process of surveying students and parents regarding the district's policies for providing snacks during the school day (i.e. room party snacks).

### **District Communication Update**

Elizabeth Macanufo reiterates the guidelines for sending electronic communications (must provide 24 hr notice for sending e-blasts). The Clayton Education Foundation is hosting the Hall of Fame event on April 24<sup>th</sup> and 25<sup>th</sup> and the communications department is requesting schools to be mindful of this date when planning your individual events. The Clayton Education Foundation is hoping to make this a community based fundraising event.

The annual Alumni BBQ is this Saturday, September, 21, 2019.

All district phone blasts will continue to be used by building principals and for communicating emergency notifications.

The topic of how should individual PTOs communicate with parents, schools, etc. is currently tabled and will be discussed at the November meeting.

### **PTO Council Communications Update, Jenny Abeles, PTO Council Communications Representative**

PTO meeting agendas should be posted on the websites at least one full week prior to the meeting. All minutes and financial reports should be posted in a timely manner (1 week post meeting date) after individual PTO president(s) approval.

### **Board of Education Update, BOE Representative, Kristin Reddington**

The school board continues to focus on learning, professional development of the staff, and collaborating with fellow board members at the upcoming school board retreat. There is great support for the collaborative work between the district and the Clayton community. We are excited to have the schools host school board meetings-this transition will reestablish the connection between the board and the district. We currently have a non-voting Clayton High School student on the board and we are exploring ideas to add elementary and middle school students to The Advisory Board for the Clayton High School board representative.

Meeting Adjourns