

# February PTO Council Meeting

## February 6, 2020

**Attendees:** Jessica Graetz, Jenny Abeles, Katie Sandquist, Allie Rossini, Alison Hoette, Leslie Wilson, Laura Seelbach, Alison Yee, Liz Florek, Betsy Meyland-Smith, Dr. Sean Doherty, Kristin Redington, Chris Tennill, Kim Whittle, Ann Marie Piana, Susan Kronemer, Liz McCandless

The meeting opens with a presentation from Michelle Fohey, Food Service Director of Chartwells.

**Chartwells Presentation:** Michelle Fohey, registered dietician, is the Food Service Director for Chartwells. Chartwells will provide catering at cost for Clayton-which includes a variety of food choices and meet the district's smart snack requirements. Chartwells is currently working with the elementary schools for catering needs including providing snacks for the classroom holiday parties. For more catering information, please contact Michelle at the following number 314-854-6640 or email at [michelle.fohey@compass-usa.com](mailto:michelle.fohey@compass-usa.com). Please have your ASN ready to provide to Chartwells when ordering for your school.

**Vote to approve the minutes from the November 2019 meeting:** Jenny Abeles explains the process of approving the minutes from the previous meeting at the current PTO Council meeting. Leslie W. motions to approve the minutes and Laura S seconds the motion. The Council votes and approval of the previous minutes passes unanimously.

**Report of Past and/or Upcoming Events, School PTO Presidents:** Katie Sandquist, CHS PTO president, gives a brief update of all the upcoming events for CHS, specifically prom and the fundraising efforts to support prom. Alison Hoette and Allie Rossini update the Council on the upcoming Wydown events. On 2/20/2020 Wydown will host Parent Insight night (formerly Wydown University). Leslie Wilson and Laura Seelbach update the Council on upcoming events at Meramec. On 2/14/2020 Meramec will host the annual African Marketplace in the library 1:15-3:15 (look for an eblast from the Black History Night committee chairs) and Black History Night 2/25/2020 at 6pm located in the CHS auditorium. Liz Florek and Alison Yee had two successful fundraisers for the Family Center playground efforts and the upcoming drive for Operation Food Search as well as some spring fundraising events. Betsy Meyland-Smith at Captain informed us on upcoming events at Captain: the PTO and student community are looking at renovating the blacktop portion of the playground. In addition to resurfacing, Captain is responsible for the all elementary fundraiser this year. They are currently brainstorming options but have strongly considered a Derby Party this year held at Marquis event space. Captain is also hosting their annual fundraising party. Liz McCandless from Glenridge discusses the artificial turf for their

playground. Glenridge plans on fundraising for these projects. Ann Marie informed there is a protocol and process for requesting approval for renovating playgrounds.

**District Update:** Dr. Sean Doherty: The district is entering into hiring season and is looking to expand and diversify. A recruitment fair was held in January in order to meet the needs of the district and the potential openings it could encounter in the near and distant future. It should be noted the district is being very intentional with the interview process as well as having high quality candidates for any potential openings. The district is finalizing the budget as well as our strategic planning for our students. Dr. Doherty is pleased with the direction of looking at educating the whole student; bridging rigorous academics and social/emotional development. The profile of a graduate is a learning progression that starts with our youngest at the Clayton Family Center and progresses throughout the academic and social-emotional well-being of our CHS students.

An exciting note, Chartwells is sponsoring a food truck for the district which can be used throughout the school year and even the CHS culinary students will have access to it. The food truck would be available for events and after school hours (not necessarily smart snack limited).

**District Communication Update:** Chris Tennill and the communications department is exploring utilizing a variety of communication services such as Peach Jar to replace the current PTO communication emails. There is no cost to the individual PTOs to use this service in addition to providing the district a better way to manage 3rd party communications. The Jumpstart meeting will have Peach Jar presenting their services.

Phishing email updates: Individuals can help solve this issue by uploading virus protection on your personal computer. Please consider changing your password to your email account. Unfortunately, there is nothing the district can do to prevent these emails from happening, other than being proactive regarding their validity. PTO presidents need to check websites and remove links with personal emails from previous years. More of this information and malware protection will be addressed at the Jumpstart Workshop on April 28<sup>th</sup>.

**Voter's Guide and Candidate Forum:** Susan Kronomer updated the council on the upcoming school board election on April 7<sup>th</sup>. The PTO Council will publish the Voter's Guide: a document detailing school board candidates viewpoints on a variety of topics. The PTO Council thanked the individual PTOs who contributed to submitting questions for the Voter's Guide. The Board currently has three open positions and five candidates running. On March 31<sup>st</sup> at 7pm, CHS will host the candidate forum and this year it will also be live streamed for those that cannot attend. The five prospective candidates have been told they can reach out to the individual school PTOs to attend their monthly meetings.

**Treasurer's Report and Quickbooks Update:** Kim Whittle reports all PTO dues are paid. Tax season is upon us and it is the treasurers responsibility to complete their tax reports and submit them to Mary Jo Gruber.

Caroline Early (past PTO Council treasurer) did some research on the pros and cons of quickbooks. PTO today is an alternative accounting software program; however, it's not as user friendly as Quickbooks. Kim Whittle would like to stay with Quickbooks, but she would like to get input from all the PTO treasurers to see what accounting software they prefer to use. We will look closer at PTO Today and Quickbooks further and vote on the software to use at the next meeting.

**Amendment to Accounting Procedures and Invoicing:** Ann Marie and Jenny: the primary goal is to have some policies in place for treasurer reimbursements, both providing reimbursements as well as receiving reimbursement requests. We are looking to add a 30 day time limit policy. If there are any of procedures your individual PTO treasurer experiences please email the PTO Council.

**Transitioning School PTO Executive Board and Committee Chairs:** Ann Marie: At the April Jumpstart workshop the Council will determine procedures for transitioning newly appointed executive and committee chairs.

**Tim Bono Speaker Series Update:** Jessica Graetz: February 13<sup>th</sup> Washington University professor, Tim Bono will present the third portion of his speaker series focusing on the relationships between children and the use of technology. This session will be held in the Administration Building. Please RSVP to this event. Flyers promoting the speaker series have been distributed to individual PTOs.

**BOE Update:** Kristin Reddington: The next BOE meeting will be held on 2/19/2020 at 7pm at CHS. The BOE will be discussing world languages and honoring the CHS national merit scholars.

**New Business:** We have two openings for the PTO Council. The position is a three year term and if you are interested or know of anyone interested in serving, please email the PTO Council by 3/31/202. You must have previously served in an executive position on a PTO in order to qualify for the position.

**Adjournment:** Allie Rossini motions to adjourn the meeting and Susan Kronomer seconds the motion.