

**Clayton PTO Council Meeting - Jumpstart
August 29, 2024**

Attendees: Laura Seelbach, Jessica Graetz, Jenny Abeles, Lilly Scharff, Tahnee Whitlock, Abby Goldstein, Kami Waldman, Ashley Slater, Tricia Spener, Nikki Freyman, Betsy Meyland-Smith, Madeline Akins, Jessica Yuan, Jami Greenfield-Klang, Marisa Gelfand, Whitney Lorenz, Nisha Patel, Luke Heitert, Meredith Reese, Christina Malone, Deanna Pallagallo, Michelle Abounader, Kevin Peck, Joanna Dinsmore, Jena Schaumburg, John Holmes, Jennifer Tillstrom, Clare Higgins-Sieger, Allyson Lavender

Nisha Patel, Superintendent:

- The District is working on facilities planning for the next 10-15 years, including academic and athletic planning, Outside vendor Paragon is facilitating. We need to figure out the needs of the district and dream big. Dr. Patel, for instance, would like to be able to hold all-school events, like graduation, in one space. There is a district-wide committee planning and then each school has its own subcommittee to ensure every building's needs are met. Community forums will also be hosted and surveys will be sent for those who cannot attend in person. The District hopes for a clear picture of the plan by end of January.
- Construction projects and security upgrades are ongoing around the District. The Glenridge playground renovation started last week. Syntegix badges for all of the staff have been distributed. These buttons are worn on badges and provide a direct line to local response team of SRO, nurse and administrators for immediate help in our buildings. Substitutes also get them.
- Ongoing cell phone policy updates – please make sure all parents fill out surveys sent by the District. Findings will be presented at October board meeting.
- There is an opening on Board of Education. Director Gary Pierson resigned and his seat will be temporarily filled at a future meeting. The next election will be held in April 2025.

Luke Heitert and Meredith Reese, Communications Director and Assistant:

- District e-mail blasts are still not working, so a Google form will take its place. All requests will continue to go through each school's communications officer to keep from sending out too many e-blasts at one time. Each school will have its own form. Requests must be submitted 24 hours in advance, at minimum, but the earlier members can get them in the better.
- New this year are newsletter templates for each school PTO, done through the S'more App. These are extremely simple template for each school's PTO presidents to use for a monthly newsletter to their own community. High school has already rolled this out. PDF can be downloaded to PTO web site to store as long-term data.
- Please make sure your PTO web site is updated. Parents do access this and get frustrated if the information is old or missing, Please contact Meredith Reese for help and ideas on how to update your web site. Mandatory items include Board members, upcoming events, minutes and financials and PTO toolkit.

- PTOs should be doing more social media, particularly on Instagram. According to surveys, It is most parents first choice for information. To schedule your social media posts when you schedule your e-blasts, go to the Business Suite on Instagram/Facebook and take care of all notifications at the same time. Make sure you do not use photos with children who have not been photo-release approved by the District.

Jessica Graetz, Treasurer's Report:

- The PTO Council was around \$500 overbudget last year, because of unexpected BOE Candidate Forum and the Back to School Bash. Our projected budget for this year will fill those holes.
- Motion to approve the treasurer's report and budget (attached to minutes) was made by Jenny Abeles, seconded by Betsy Meyland Smith. The motion was approved.

Meeting Adjourned

Next meeting is November 21, 2024