

PTO Meeting Minutes  
Tuesday, February 5, 2013

**Call to Order:** 9:15 a.m.

**Attendance:** Cathy Brown, Kathy Chauncy, David Fingerhut, Gary Fraser, Yayoi Jaussi, Medhurika Kandula, Sonya Land, Sandy Lohss, Dr. Carrie Luttrell, Namita Paranjothi, Mary Robinson, and Jenni Stecher.

**Welcome All:** Sandy Lohss welcomed everyone and read the following expectation of all PTO meetings.

The expectation of all PTO meetings is for them to last for approximately one hour. According to the published bylaws, one purpose of our meetings is to “receive brief summary reports from all active committees.” Only PTO business will be discussed at our meetings. Any personal or school district related issues should be discussed outside of the meeting with the appropriate school administration at another time. One person at a time should speak so we may all hear each other, and the Recording Secretary is able to provide us with clear and concise minutes of each meeting. The appointed meeting facilitator reserves the right to move the meeting forward, which means possibly limiting the time someone has to present their information.

**January Meeting Minutes Approval:** Approved first by Jenni Stecher and seconded by Sandy Lohss.

**Reports of Standing Committees:**

- Skate Party: The 5<sup>th</sup> graders are having a skate party on February 18, 2013, from 4:30 to 6:30 p.m. at Skateport Plaza on Weidman Rd. This is open to the entire school, siblings, and neighbors. People can pay ahead of time or may pay at the door (\$10 per child with this including the cost of skate rental).
- Book Fair: Namita announced that there would be a second book fair February 25-February 28, 2013. Teachers will have their own exclusive shopping day on February 22, and they must spend all of their money by 8:30 p.m. on February 28. Namita and Carol are planning on stepping down as Book Fair Chairs for next year and would love to have interested people to shadow them for the remaining book fairs this year.
- Trivia Night: The invitations will soon be going out for the Trivia Night on April 13, 2013, at Mercy Hospital.
- 5<sup>th</sup> Grade Celebration: The 5<sup>th</sup> graders made \$200 offering concessions at Bingo Night.
- Yearbook order forms are due on February 13, 2013.

**President’s Report:**

- The Valentine’s Day Party is on Thursday, February 14, 2013, from 2:55 to 3:55 p.m. There is no school on Friday, February 15, 2013.
- Sandy thanked everyone for bringing in Ziploc bags and Kleenex.
- Panther Pledges: Matches from companies are currently coming in, and the current Panther Pledge total is \$11,347.
- Zumba & Bingo Night: PTO is planning another Zumba event on a weeknight for teachers to participate as well as another weekend event. Approximately twenty people

attended the first Saturday. Bingo Night was an incredible success with 197 people walking in to the event in addition to those who reserved their cards in advance.

- 2013-2014 Executive Board: The following positions are open on the Executive Board for next year: corresponding secretary, recording secretary, treasurer, and assistant treasurer (The vice-president position is elected through the Board.). A list of those positions and their duties can be found in the PTO Bylaws on our website. If you are interested in being on the board, please contact any current board member. PTO would really like to have every grade level represented if possible.

**Unfinished Business:** Sonya Land reported that approximately 15 teachers now have lists posted on the Teacherlists.com website. Cathy Brown thanked Sonya for helping set up teachers' accounts so that they only needed to add items to their lists. She was interested in how many more teachers we need to receive any free products; Sonya said that she would follow up on this and let her know.

**New Business:** David Fingerhut shared some information about the Parkway District hiring a new executive chef to make school lunches contain less pre-packaged foods. Shenandoah Valley plans on being one of the pilot schools for these lunches.

**Wellness Committee:** Namita reported that the committee is doing well with its goals. They would like to have a PTO Wellness Handbook that would address school parties and birthday treats. This handbook would go out to all parents, not just room parents. Several members present expressed thanks to her for creating the Sugar Board in the foyer showing how much sugar is contained in the beverages we drink.

**Teacher's Report:** Cathy Brown wanted to confirm that any auction items for Trivia Night (such as a lunch with teachers) would have the bidding start at the cost of the lunch so that teachers would not have to pay for the items themselves.

**Principal's Report:** Dr. Luttrell announced that SVE currently has 461 students enrolled, and 38 students were enrolled for kindergarten on the first day of registration. She will not know the additional enrollment numbers for another month since parents must now enroll at Central. Dr. Marty has announced to all administrators that since Parkway schools have done so well in student performance, he would like to put a new emphasis on student attendance. During these last weeks with so many students ill, Shenandoah's attendance was at 86% when the absolute lowest we would like to see is 90%. If a student misses more than ten days of school, a truancy letter will be sent to parents; if the administration is aware of a student's reason for repeated absence, they will work with parents accordingly. She would really like for appointments to be made near the end of the school day so that students may miss only the last hour of school rather than multiple hours in the middle of the day. Regarding the illnesses that continue to spread, faculty is emphasizing hand washing and not just sanitizer use. Four automatic hand washing stations are in the building but waiting to be bolted to the wall for use in the cafeteria (2), gym (1), and the back of the building near the art room (1). Teachers emphasize that we are a hands off school and no students should be touching each other. Medhurika encouraged them to tell students to not touch their faces (noses, eyes, mouths). Regarding playground maintenance, Ms. Palazolla has worked with the district to have signs installed in the rear saying that no trucks

should drive through the playground area. The District has a plan for repairing the potholes, addressing the drainage issues, taking out the tree that is currently buckling the asphalt near the building and replacing it with one that has roots that grow down rather than out, and resurfacing the entire track area. They have remulched the playground area and provided a lip around it to keep the mulch in. After Sandy Hook, the District asked about principals' concerns, and Carrie raised the issue of using Shenandoah as a polling place for all elections. The choice to use the school is out of the District's control, but Parkway is going to try to no longer have school in session on national election days. For the upcoming local election in April, a police officer will be on site the entire day of the election. She emphasized the lower attendance on these days due to parents choosing to keep students at home, and she also stressed the absence of an ideal place for voters to be. Namita asked whether a parent petition might be beneficial. Medhurika asked about who would be teaching students about sexual abuse and whom to contact, and Dr. Luttrell responded that the counselors go into the classrooms to do lessons on sexual abuse and emphasize whom they can contact if they have concerns.

**Adjourn:** Thank you for attending today's meeting. The next meeting is Tuesday, March 5, 2013, at 7 p.m. in the library. Agenda items are due by March 1, 2013. The meeting was adjourned at 10:02 a.m. by Sandy Lohss.