

PTO Meeting Minutes
Tuesday, October 2, 2012

Call to Order: 7:08 p.m.

Attendance: Diana Anderson, Laura Beckmann, Melissa Bredbenner, Cathy Brown, Nell Colozza, David Fingerhut, Gina Haralson, Steve Kadyk, Lindsay Klasing, Sonya Land, Sandy Lohss, Dr. Carrie Luttrell, Diane Mapes, Mena O'Connor, Namita Paranjothi, Jenni Stecher, and Charletta Taylor.

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.

September Meeting Minutes Approval: Approved first by Jenni Stecher and seconded by Nell Colozza.

Reports of Standing Committees:

- **Fall Festival:** Fall Festival will be on October 13, and everyone should have received a flyer home about it. Dr. Luttrell will be putting the information in her Friday email as well as the October newsletter. Jenni Stecher announced that she still needs dessert makers, chili makers, help setting up and help cleaning up. High school students will be helping with the games. Each area (barbeque, chili cook-off, games, and registration) has its own organizer, and PTO invites everyone to come and have a great time. Sandy mentioned that they would have some raffles including the Sylvan baskets that were left from Trivia Night last spring.
- **Trunk or Treat:** Gina Haralson announced that they were having their first meeting this evening. She contacted all fifth grade parents first since this is a fifth grade fundraiser, and Gina said that she would ask for help from other grade-level parents if they were needed. It will be on October 26. She welcomed any suggestions or feedback from prior years. Jenni Stecher suggested that the cotton candy stand be placed in a different location or not have the stand at all. Gina also suggested donating candy to the cancer center if anyone wished.
- **Fall Beautification:** David Fingerhut said that they replaced a patch of concrete near the playground as well as painted the bike racks. He also asked for suggestions and complimented Parkway on helping them with supplies and such. Dr. Luttrell suggested contacting the original manufacturer of the marquis sign for a safer retrofit for the door. She also discussed the lease agreement for the track and park. Nell Colozza has contacted the subdivision trustees to see if they might be willing to help

with re-paving the track, etc. She also asked if there were any plants that could be planted to prevent the erosion of the hill in front of the swings.

President's Report:

- **Current Standing of All Committees:** Sandy distributed a list of all committee chairs. Some of the committees are still a little thin on volunteers but the chairs will be sending out more information as the events get closer.
 - Abilities Awareness: Sandy Lohss
 - Beautification: Cara Bauer and David Fingerhut
 - Bingo Night: Kara Wunderlich
 - Block Home/Safety: Cara Bauer
 - Book Fair: Namita Paranjothi and Carol Aguilar
 - Chess Club: Teju Nayak and Julie Wolfe
 - Fall Festival: Jenni Stecher and Cara Bauer
 - Family Fun: Lisa Gubernik and Nancy Kessler
 - Fifth Grade Celebration: Gina Haralson and Shari Hollander
 - Health Advisory: Sandy Lohss
 - Hospitality: Cara Bauer
 - Kindergarten Fun: Amy Tuggle
 - PACCD: Roz Schoppet
 - Promos and Redemptions: Lori Savage and Amy Tuggle
 - School Pictures: Cara Bauer
 - Sign Committee: Kay Lundry and Jennifer Best
 - Spirit Day: Jenni Stecher
 - Teacher & Staff Birthday Celebrations: Marianne Chervitz and Shari Hollander
 - Trivia Night: Pam Jesse
 - Welcome Committee: Kara Wunderlich and Shari Hollander
 - Yearbook: Jenifer Hanser
- **Panther Pledges:** Sandy announced that the PTO is slightly over a quarter of the way towards meeting its goal of \$20,000 without any fundraising. PTO will reassess the situation in a couple of months to see if fundraising will be necessary in the spring. Each student in the chart in the foyer represents \$500 in Panther Pledges. Sandy is also looking for someone to help her write a blanket form letter to be sent to Chesterfield businesses asking them to donate. She emphasized the need for new playground equipment, getting rid of the mulch, and making it a safe place for our kids to play.

Vice President's Report:

Jenni Stecher announced that all head room parents should have the party dues by now. The Fall Party will be on Friday, October 26, from 2:55 to 3:55, with parents arriving at 2:45 p.m. She discussed the costume policy: kids may bring their costumes to change into before the party; no masks or face painting is allowed; and no artificial weapons of any sort are allowed. If a room parent brings a younger sibling to a party, he or she needs to provide appropriate materials for the sibling since the parties' games, prizes and food will only be provided for the students.

Recording Secretary's Report:

Sonya Land discussed all of the options and materials available at TeacherLists.com to get teachers started making wish lists as well as ways to communicate with parents about the site. She created a sample list for Cathy Brown and found that the site allows you to pick specific brands for items or list them generically. The time to set up a list is minimal, but Sonya offered to help any teacher set up their initial lists. She also shared flyers and a poster of information for Cathy Brown to share with the staff. Lists can be accessed easily by phone and online.

Unfinished Business: None to report.

New Business:

Cathy Brown asked if next year's back-to-school gift for kindergarteners could be a Panther Pride t-shirt since they can't always get them ordered and received before the first assembly or field trip. Diana Mapes suggested having a recycling bin for shirts at Open House so that parents of older children can recycle shirts that are too small. She also was concerned about keeping the logo the same from year to year so that students can't differentiate between older and newer shirts.

Wellness Committee:

Laura Beckmann reported that approximately 150 people participated in the Walk/Bike to School Day today, October 2. Due to its popularity, the Committee plans on having another day like this in the spring. She encouraged parents to think of ways to emphasize a healthy lifestyle and carry over health habits from P.E. to science and other areas. She stated that the snack lists, the school's wellness plan, availability of healthy treats for purchase from Parkway for special days, and other health and wellness information will be online soon. Any ideas are welcomed.

Teacher's Report:

Cathy Brown passed along the following comments from other teachers: Pam Yelton thanked the PTO for everything they do, and Lanie Mitchell wanted to know who made the delicious cookies for the last staff birthday celebration. Cathy announced Abilities Awareness Week as November 5-9, 2012, with the parent training meeting on October 18, from 6 to 6:30 p.m. She emphasized how important this week is in teaching students what it would be like to have some abilities and not others. The staff plans this event, and parent volunteers are essential to making this program a success. She encouraged people to volunteer for multiple days since each grade level has its own day during this week. For the rest of the year, each month is usually dedicated to some ability awareness (e.g., CHAMPS assist dogs visited for an assembly last year.).

Principal's Report:

Beth Feldman visited Shenandoah today for approximately two hours. Dr. Luttrell complimented our community for its parent volunteerism and its welcoming culture. She also thanked David Fingerhut and the other parents present for the Beautification Day this past weekend. She thanked PTO for purchasing bulletin boards for each teacher's classroom. She discussed how paramount communication is between the school and parents. She will be continuing her Friday emails and discontinuing the official monthly newsletter after October. Instead of being so static, the information that normally goes into the newsletter will be posted online, and she will place links within her Friday email blasts. Similarly, Dr. Luttrell suggested

posting the order form for Panther Pride spirit wear year-round online. Dr. Luttrell wants any comments about errors on the Shenandoah website sent to her so that they can be fixed immediately. Regarding construction, the library checkout desk has been repaired completely, the drinking fountain in the cafeteria should be started this week, the Y-Club cabinets should have been started in the cafeteria, and the fifth grade present of flags has been assigned to a work order. Buzz Books will go home on Friday, October 5. The School Improvement Plan will be posted soon online, and Dr. Luttrell stressed the importance of the PLC time for all Shenandoah staff (including Special School District teachers). Teachers turn in agendas, minutes, work products, and student achievement data from these meetings. Y-Club is available on PLC delayed start days for any child.

Nell Colozza asked whether fifth graders were allowed to come down to use the new water fountain to fill water bottles. A parent thought that this was filtered water, when it is actually the same water as is available from the faucet in the fifth grade classroom area.

Namita Paranjothi suggested to Dr. Luttrell that she would like to see a return of the Principal's Breakfasts at least once a month or once a trimester.

Adjourn: Thank you for attending tonight's meeting. The next meeting is Tuesday, November 13, 2012, at 7 p.m. in the cafeteria. Agenda items are due by November 9. The meeting was adjourned at 8:02 p.m. by Sandy Lohss.