

PTO Meeting Minutes  
January 24, 2017  
7:00 p.m.

**Attendees**

Sonya Land, Michele Duvall, Danielle Mosley, Anvita Nigam, Felipe Rivera, James Johnson, Katie Lail, Carrie Luttrell, Helen Humphrey, Steven Shane, Kelly Fraser, Jenni Stecher, Shilpa Rao

**I. Call to Order**

Sonya Land called the meeting to order at 7:05 p.m.

The expectation of all PTO meetings is for them to last for approximately one hour. According to the published bi-laws, one purpose of our meeting 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.

**II. Welcome**

Sonya Land welcomed everyone to the meeting and introduced the PTO Executive Board Members who were in attendance.

**III. September Meeting Minutes Approval**

Sonya Land requested a motion to approve the PTO meeting minutes from September 2016. Michele Duvall and Danielle Mosley seconded the motion.

**IV. Officer Reports**

- A. Treasurer Report** – Sonya Land reported that we are below our goal of \$15,000.00 in Panther Pledges. The current total raised is approximately \$11,500.00. The PTO has some additional fundraising ideas to cover our current budget; however, it may be necessary to cut back on certain items if the fundraising goal is not met.
- B. Vice President Report** – Steven Shane facilitated updates on the following committees:
- 1. Trivia Night** – Michele Duvall provided a reminder that Trivia Night is this Saturday, January 28, 2017. There are currently 20+ tables reserved and there is still time to register. There will be a silent auction, live auction, and a raffle. The committee is still in need of volunteers to help at the event.
  - 2. Pancake Breakfast** – James Johnson indicated that flyers for the Pancake Breakfast will be sent home with students in Friday folders this week. James has been in contact with volunteers for this committee. Instead of using Chris Cakes this year, we are asking for dads/male caregivers to help make the pancakes. The committee is in need of 4-5 griddles if anyone has one to lend. The event will take place on February 11, 2017, from 9:00-11:00am in the cafeteria.
  - 3. Book Fair** – Sonya Land reported that the book fair will take place February 27-March 2, 2017. Volunteers are needed to set up, break down, and work at the sale.

4. **Fun with Dads** – Steven Shane stated that another kickball event is being planned and likely will take place in April. The kickball event was a success in the fall and it was great to see so many dads in attendance. We are looking into the possibility of having a food truck at the next event as an additional fundraising opportunity.
5. **Welcome Committee** – Sonya Land reported that the Welcome Committee has contacted all families who are new to the school this year and offered the students a SVE t-shirt.

**C. President Report** – Sonya Land provided updates on the following:

1. **April Board Elections** – The PTO is seeking nominations for Vice President and Assistant Treasurer for April elections. Other current board members should let Sonya know whether or not they intend to remain in their current position. Please contact Sonya Land if you are interested in serving as a PTO board member.
2. **Screenagers movie** – The Screenagers movie will be shown at Parkway Central Middle School on February 7, 2017. There are viewings at 5:30pm and 7:30pm for adults and students in 6<sup>th</sup> grade and above. Tickets can be purchased online.
3. **Spring Fundraisers** – The PTO is planning some additional fundraisers in the spring due to being below budget on Panther Pledge donations. There likely will be SVE nights at Chick Fil A, Qdoba, and Menchies. Families can purchase food at these restaurants and a portion of the proceeds will go back to the school. We also discussed an option of doing an art fundraiser in which student artwork could be turned in to keepsakes (e.g., magnets, keychains). The PTO is also planning to offer spirit wear (summer items) for purchase in the spring. Sonya will send an email out to families to outline items and activities covered by the PTO, as well as things that may not be covered next year without additional fundraising. For example, PTO is only able to fund one field trip per grade this year due to not meeting our previous fundraising goal. It is preferable for families to make the one-time donation to the Panther Pledge as opposed to paying for items/activities throughout the year as they occur because it cuts down on the amount of time that teachers need to spend collecting money in the classrooms.
4. **Friends & Family Breakfast** – This event will be held in the spring and it's an opportunity for students to invite a special adult (e.g., neighbor, parent, grandparent) to have breakfast with them before school.
5. **Pre-packaged school supplies for next year** – We will be offering pre-packaged school supplies for the 2017/2018 school year in cooperation with Educational Products, Inc. Each grade level will develop a school supply list that can be customized with both generic and name brand items. Families can purchase and pay for the supplies online and they will be delivered to the school and placed on the students' desks prior to the first day of school. Mrs. Bont's string supplies will also be available on the website. This is an option that is available to families, but those who choose to do so can still purchase the supplies from their preferred stores. This is a fundraiser and a portion of the proceeds will go back to our school.

**V. Wellness Committee** – Sonya Land announced the following updates provided to her from Mrs. Rajchart:

- A. The Walk/Bike to School Day that was held in the fall was a success. The students enjoyed the opportunity to walk or bike to school with their friends and classmates.
- B. Students participated in a Healthy Snack Challenge. The classes that had the majority of students bring a healthy snack to school earned a game day in PE class. The staff also participated by bringing healthy snacks to the teacher's lounge.

- C. Mrs. Rajchart received a grant from the Let's Move Active Schools Award that we received last spring. The grant gave every teacher at SVE a membership for Activity Works, an online web resource that provides ideas for curriculum-based brain breaks.
- D. The Jump Rope for Heart unit and fundraiser will begin on January 30, 2017. This organization raises money for the American Heart Association and the money goes to life-saving medications and surgeries for children with heart defects and diseases. The students will learn long and short jump rope tricks while receiving education about the cardiovascular system. The Jump Rope for Heart jump rope team will be at SVE on February 3, 2017, to perform a routine for the students.
- E. Students will have an opportunity to participate in the Spring Break Activity Challenge. The Student Wellness Leaders are still working out the details and incentives for this program.
- F. The next Walk/Bike to School event will be in April.
- G. Staff Wellness – The staff at SVE have a trainer who comes to the school two times a week to lead workouts for the staff. This opportunity was organized by Lisa Conway.

## VI. Teacher Report

On behalf of Mrs. Fitter, who was not in attendance, Dr. Luttrell thanked everyone who brought in treats for the teacher and staff appetizer luncheon. She also expressed appreciation for the class party volunteers and everyone who is working to make trivia night a success.

## VII. Principal Report

**A. New SVE Website** – The Parkway District and all Parkway schools now have new websites. There is a Find It Fast link which contains some of the most popular information accessed by families.

**B. Email Addresses** – Along with the website changes, there has also been an email conversion. The emails ending in pkwy.k12.mo.us are no longer in use and emails sent to these addresses will not reach the recipient. The district is now using Gmail and the appropriate email ending is now parkwayschools.net. Typically, emails will be the first initial of a person's first name and their full last name followed by @parkwayschools.net.

**C. Kindergarten Registration** – Today was the first day for incoming Kindergarteners to register for the 2017/2018 school year. SVE projects that it will have approximately 65 Kindergarteners next year. On this first day of enrollment, 45 students have been enrolled. We are currently planning for 4 Kindergarten classes for next year.

### D. New Activities at SVE

**1. International Passport Night** – The night was a huge success and surpassed our expectations for family participation and attendance. SVE has a very diverse population and we will continue to look for ways to offer activities that our community wants and values. There were 33 families representing 18 countries. Many families have already expressed interest in participating in the event next year.

**2. Scripps National Spelling Bee** – SVE started their participation in the Scripps National Spelling Bee. Students in grades K-5 participated in taking a written spelling test. Students who met certain criteria then moved on to the oral test. For the younger students (K-2), the goal was to focus on building self-confidence and increasing their comfort with spelling orally in front of their classmates. Twelve students in grades 3-5 will be participating in the oral portion of the spelling bee in front of their peers and parents.

**3. National Geographic Bee** – There was voluntary participation for students in 4<sup>th</sup> and 5<sup>th</sup> grade to participate in this bee. Aaron Loudonback was the winner from SVE. He will go on to take a written test and will have the opportunity to move on to the state level if he meets certain criteria.

**4. Leader in Me** – Leader in Me is a program that focuses on teaching leadership and life skills to students to prepare them for success. SVE is currently in their first year of formal training. The school is focusing on leadership activities on late start days, which includes student-led assemblies and buddy activities. Buddy activities involve working on something that contributes to the school as a whole, to another grade level, or to an organization outside of the school. The idea is to focus on something that shows compassion for others or demonstrates leadership. Parkway has recently added “caring” to its mission.

**5. Trauma-Informed Care** – Schools are becoming more aware of the impact that trauma has on children. Trauma often manifests behaviorally as a lack of coping skills and difficulty with emotional self-regulation. This past summer, St. Louis Alive and Well, started a consortium that was opened up to schools in the St. Louis region. Approximately 26 schools signed up and participated in training. Five staff members from SVE went through extensive training this summer and will continue a 15-month training program to become a trauma-informed school. An example of a change that has been implemented at SVE is to offer a calming space in each classroom. There is a focus on teaching children how to regulate their emotions and calm themselves through activities such as yoga and mindfulness breaks.

**VIII. New Business** – There was no new business.

**IX. Adjournment** – Sonya Land thanked everyone for their attendance and adjourned the meeting at 7:55pm. Our next PTO meeting is scheduled for April 18, 2017, at 7:00 p.m.