

**Kennard Classical Junior Academy
PTO Meeting**

April 5, 2017 6:00 pm, Gym
MEETING MINUTES

PTO Board Members present: David Custis, Erin Bihl, Lara Fuchs, Amanda Miller, Jennifer Beffa, Grace Kivindy, Karen Ruggeri, Nicole Colbert Botchway, Dale Greenbury, Chad Beffa, Susie Anderson-Bauer

Not Present: Dr. LeFlore, Kate Metzger,

Call to Order

PTO President, David Custis, called the meeting to order at 6:10 pm.

Call for New Business Agenda Items

- Representative from Diversity Committee on the PTO Board for upcoming and future school years
- Girls on the Run cheer station
- Applying for **501(c)(3)** Status

Acceptance of Minutes from March PTO Meeting

- The minutes from the last meeting (March) are posted on the bulletin board in front of the gym; they were also circulated through email to parents through myschoolanywhere, and Facebook page and on the PTO website.
- Motion to accept the minutes made by Nicole Colbert-Botchway seconded by Jennifer Beffa. Motion passed unanimously.

REPORTS

**Kennard CJA PTO Principal's Report
Gifted Program Meeting Update:**

April 5, 2017

- 2017-18 Enrollment: Rosters for gifted sites should be completed after Spring Break
- 85% of the accepted list for McKinley still need to be assessed
- More discussion on why pullout students do not feed directly to McKinley
- Gifted schools websites should be updated with a curriculum framework
- Claire Crapo answered some questions about the summer enrichment program offered 2017

Next Steps:

- Members will contact Kipp Warr to assist with updating the gifted website.
- Pat Matthews will categorize gifted resources and will include costs if noted.
- Members will survey staff to gather ideas for PD planning for the 2017.2018 school year
- Contact Claire Crapo if you have additional questions or suggestions about summer school.
- The next meeting is **Monday, April 10 at 5:00pm** in the Colgate Room – 801 N 11th Street.

Girls in the Know will sponsor a four-week “She & Me” Empowerment Workshop Series at Kennard beginning Monday April 3, 6:00pm-7:00pm in the gym. Contact Amanda Miller for additional information and note that scholarships are available.

Lego EV3 Robots Session: Bailey and Vincent of the University of Missouri Extension Program will sponsor one final session of robotics at Kennard for the 2016.2017 school year. This session will meet on Mondays and Wednesdays for four weeks at 8am in the library starting on April 10. A registration link will be available to current participants on Friday, March 31. If you are interested, please contact Bailey Lutz at www.lutzbn@missouri.edu.

Newly Accepted Families Open House: Confirmed for Wednesday, May 17 from 9:00am – 3:00pm.

Special School Event: Bobby Norfolk, an award-winning storyteller, presented Globetrotting with Bobby: Stories of Cultural Diversity to our learning community March 29. Springboard to Learning and the St. Louis Philanthropic Organization sponsored the event.

McKinley will host **Middle School Here I Come** for Kennard students on Thursday, April 13 from 7:30am – 1:30pm. Kennard students will follow a McKinley student through his or her daily schedule, learn about special programs and activities, select electives, and have an opportunity to ask questions throughout the day. In addition, the McKinley Middle School PTO will sponsor an informal Q&A with Principal Warmack in the library. Families are responsible for their child’s transportation to and from McKinley. Please feel free to contact Sharon Grant, Middle School Counselor, if you have more questions.

The St. Louis Children’s Choir will visit Kennard on Friday, April 21 at 3:00pm. During the month of April, the choir travels to share their musical program with school audiences around St. Louis. The NEA and Monsanto sponsors the event. Two of our students sing in the choirs, Angela Chen and Juliette Bousquet.

St. Louis Zoo Art Fair Winners 2017: Congratulations to Alveta Nelson and her students that submitted winning entries in the Art Fair. Ms. Nelson and her winning students will participate in a ceremony at 10am, March 31 at the Living World. Winners from Kennard include:

- Jayna Clark
- Serena Bannish-Tramble
- Louisa Sullivan
- Caroline Wang
- Aryaman Singh

Summer School @ Kennard: Registration for 2017 Summer Learning at Saint Louis Public Schools starts on March 17. Kennard is the district-wide gifted and enrichment site. Summer hours are from 9:00 – 3:20 beginning Monday, June 5 and ending June 30. More information about the application process and curriculum will be available in a few weeks.

Submitted by Wanda LeFlore

Treasurer – Grace Kivindyo

As of 2-28-17:

FRIENDS OF KENNARD (as of 11-30-16)	\$14,962.85
PRIMARY ACCOUNT	\$15,081.92
DEBIT CARD ACCOUNT	\$84.39
PENDING CHECKS	(\$4,502.92)
PTO BALANCE Bank Accounts	\$25,626.24

5TH GRADE ACCOUNT	\$12,014.14
-separate from PTO main account	

Camp Wyman Itemized Breakdown

Camp Wyman		
One Day Fall Team Building	\$4,432.76	PAID
Bus for One Day Fall Team Building	\$427.76	PAID
Spring Visit (4 days, 3 nights)	\$14,490.00	PAID
Bus for Spring Visit	\$561.44	PAID
Misc Wyman	\$300.00	PAID
Camp Wyman TOTAL	\$20,211.96	
Springfield Busses	\$2,610.00	PAID
Graduation/End of year week	\$1,500.00	
Total Costs	\$24,321.96	
Fall Deposits collected from families	-\$4,535.00	
TOTAL 5th Grade Costs	\$19,786.96	
5th Grade Account Balance	\$12,014.14	
Pending Checks	-\$250.00	
Graduation/End of year week	-\$1,500.00	
Approx. 5th Grade Extra Funds	\$10,764.14	

Nicole Colbert Botchway moves to approve treasurer’s report, seconded by Susie Anderson-Bauer. Motion passed unanimously.

Reports

President – David Custis:

- Policy for Allergy Awareness – deferring to the May Meeting.

Vice President – Chad Beffa – no update

District Affairs Liason – Lara Fuchs:

- Lara attended Gifted District meeting. Recent lists of Gifted Enrichment activities published by the district, which was sent to all parents. District Gifted website will be overhauled and updated over the summer. Gifted Summer School program is going to be revised this year, the students for Gifted Summer School and Enrichment Summer School will be separate this year. Goal to have all Summer School teachers for the Gifted program to be Gifted Certified. Working on getting funds for buses and activities for the summer. Shelley Johnson – the Gifted Summer program is only for the month of June, have they considered expanding that through the summer? Per Lara – not sure but can inquire.

Information Officer – Erin Bihr:

- No Information Officer updates.
- Health/Wellness Committee – had one meeting, and there is an Allergy Awareness seminar at Lindbergh Early Childhood center on April 17th, open to the public.

Fundraising – Dale Greenbury:

- Fund drive deposits are made to SLPS foundation, reporting from that group lags behind by one month or more which creates a challenge for monitoring donations. \$1,700 deposit has been made but not reflected in the numbers reported by the Treasurer. YTD donations are short of goal, but should not create a shortfall for any planned fund usage. Believe that soliciting additional donations at this point would create unnecessary parent concerns, but may mean that PTO is not able to make a significant gift to the school. Concern that parents don't understand what the donations are used for and that's why we are short on fundraising goal.
- Book Fair Update – thank you to everyone who volunteered and supported the event. Raised \$10,000 in money/books. Doubled the amount of books for classroom libraries this year – valued at \$1,300, in addition to the books purchased by parents.

Communications Officer – Susie Anderson-Bauer

- Website still averaging ~40 visits/month
- Working with Marantha Beatty Brown on ideas for improving New Family Communication/Participation for upcoming year.

Security Officer – Jennifer Beffa – no update**Room Parent Coordinator – Kate Metzger (not present)****Enrichment officer-Amanda Miller:**

- ~80% of teachers have used all of their enrichment funds, most of the funds were used for buses for field trips. Teachers very appreciative of the money and opportunity to use the funds to support classroom enrichment activities.
- Shelley Johnson – why do some teachers not use their funds? What happens to the funds that are not used? Per Amanda – some teachers don't have specific enrichment activities planned for the year, but most teachers do use some of the funds over the course of the year.

OLD BUSINESS

- Volunteer Approval Process – Dave has been working with the school office and District Office to understand the process. Erin Bihr moves to table this discussion to the May Meeting, seconded by Lara Fuchs. Motion passed unanimously.

NEW BUSINESS

- Nicole-Colbert Botchway submits request that a seat be reserved for a member of the Diversity Committee to be a representative on the PTO board, beginning in 2017/2018 school year, which would involve a bylaw change. Blythe Burkhardt moves to amend the bylaws to create a seat on the PTO board for a representative of the Diversity Committee to be nominated by the Diversity Committee, not an elected position. Seconded by Susie Bauer. Motion passed unanimously. Nicole Colbert Botchway will draft the bylaw language, which will be sent to the school community in advance of the May PTO meeting, and will be voted on at the May PTO Meeting. Question: would this member have voting rights? Per Dave, yes. Question: why wouldn't we suggest that Diversity Committee member run for an elected position? Representative may choose to serve a dual role. Blythe Burkhardt moves that the representative could choose to serve a dual role on the PTO board, and that this should be written into the bylaws. Seconded by Lara Fuchs. Motion passed unanimously. Question: will other subcommittees be bothered by the fact that they do not have a representative seated on the PTO Board? Per Dave, likely not, but will be addressed on a case by case basis. Nicole Colbert-Botchway read aloud the Diversity Committee mission statement and suggests that this would serve as the overall language to justify the inclusion of a member on the board.
- Susie Anderson-Bauer suggests a Girls on the Run cheer station at the race on May 13th. Dave Custis suggested one for the Let Me Run race as well.
- Grace Kivindyo suggests that Kennard PTO apply for **501(c)(3)** status to establish non-profit status based on recent issues with insufficient funds with checks coming from Friends of Kennard account through the SLPS Foundation. Concerning that funds that should be accessible at any time, apparently are not. Blythe Burkhardt moves to create a separate **501(c)(3)** status for Kennard PTO. Seconded by Melissa von Rohr. Motion passed unanimously. Question – do other schools take a similar approach? Per Dale, some schools have established a distinct separation between accounts to prohibit conflict of interest. Motion to table the **501(c)(3)** discussion to the new Treasurer's responsibility, to be worked on over the summer and voted on at the September PTO meeting. Question: is Dr. LeFlore aware of the issue with the check and is she supportive of this idea? Per Dave, yes she is aware and is supportive of changes to make the monies more accessible. Question: what are the cons of this? Would need board members to be on the board of the **501(c)(3)** non-profit group as well? Blythe Burkhardt moves to table the discussion for the new treasurer, seconded by Erin Bihr. Motion passed unanimously.
- Nominations for 2017-2018 PTO Board.
 - Communications Officer – Susie Anderson Bauer /Marantha Brown has offered to help
 - Secretary – Karen Ruggeri
 - Information Officer – Erin Bihr
 - District Affairs Liaison – Lara Fuchs
 - Room Parent Coordinator – Kate Metzger
 - Fundraising Chair – Jenifer Garcia
 - Enrichment Officer – Cindy Heidenry
 - Treasurer – David Custis
 - Parliamentarian – Chad Beffa
 - Security Officer – Jennifer Beffa
 - Vice President – Melissa von Rohr
 - President – Mike Viles

Blythe Burkhardt moves to elect the entire panel by single vote, since none of the positions are contested. Seconded by Melissa von Rohr. Motion passed unanimously.

Motion to elect the entire panel – motion passed unanimously. 2017-2018 Board is confirmed.

ANNOUNCEMENTS

- Spring Picnic – chaired by Erica Orrison with help from Chad Beffa, scheduled for May 19th. Need volunteers.
- Girls On the Run – race scheduled for May 13th, downtown St. Louis
- Let Me Run – race scheduled for May 6th, at Gateway Grizzlies stadium.
- Volunteer Renewals – focusing on a spring renewal effort to get ahead of the busy time for the district office. Providing renewal forms and applications to new families at Open House and at the New Families tours. Dawn Brandt and Melissa von Rohr will make sure that paper copies and instructions are available.
- Volunteer Appreciation – Chad Beffa provided token of thanks to all acknowledged volunteers, good for a night of free child care at Kingshighway Hills Preschool on May 5th from 6:30-9:30 pm. Provided refreshments for after the meeting.
- Mr. Clement was honored as Specialty Teacher of the Year for SLPS. Please congratulate him, and PTO will consider a gift to acknowledge the award.

Motion to adjourn made by Erin Bihr. seconded by Lara Fuchs. Motion passed unanimously. Meeting adjourned at 7:03 pm.

Respectfully submitted,

Karen Ruggeri
PTO Secretary, 2016-17