

**Kennard Classical Junior Academy  
PTO Meeting**

September 7, 2016, 6:00 pm, Gym  
MEETING MINUTES

PTO Board Members present: David Custis, Chad Beffa, Susie Anderson-Bauer, Erin Bihr, Lara Fuchs, Amanda Miller, Dave Lloyd, Jennifer Beffa, Grace Kivindyo, Dale Greenbury, Nicole Colbert-Botchway

Also present: Dr. LeFlore.

**Call to Order**

PTO President, David Custis, called the meeting to order at 6:09 pm.

**Introduction of Board Members**

- President: Dave Custis
- Vice President: Chad Beffa
- Secretary: Karen Ruggeri
- Treasurer: Grace Kivindyo
- Information Officer: Erin Bihr
- Security Officer: Jennifer Beffa
- Parliamentarian: Nicole Colbert-Botchway
- Enrichment Resource Officer: Amanda Miller
- District Affairs Officer: Dave Lloyd
- Room Parent Relation Officer: Lara Fuchs
- Fund Raising Officer: Dale Greenbury
- Communications Officer: Susie Anderson-Bauer

**Call for New Business Agenda Items**

- \$2000 loan to 4<sup>th</sup> grade teachers for NGCA

**Acceptance of Minutes from May PTO Meeting**

- The minutes from the last meeting (May) 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 website.
- Motion to accept the minutes made by \_\_\_\_\_ Blythe Burkhardt, seconded by \_\_\_\_\_ Tad Droste \_\_\_\_\_ . Motion passed unanimously.

**REPORTS**

Principal – Dr. Wanda LeFlore

**Kennard CJA PTO Principal’s Report**

**September 7, 2016**

Welcome to a new school year KCJA Board Members:

- President: Dave Custis
- Vice President: Chad Beffa
- Secretary: Karen Ruggeri
- Treasurer: Grace Kivindyo
- Information Officer: Erin Bihr

- Security Officer: Jennifer Beffa
- Parliamentarian: Nicole Colbert-Botchway
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The following assessments listed below are being administered this school year to measure student progress and drive instruction. Classroom teachers will let you know when your child is going to be tested so that you can support our efforts to minimize distractions and interruptions. If you have questions, feel free to contact your child's classroom teacher.

- **Assessing Comprehension and Communication in English State-to-State for English Language Learners (ACCESS) by WIDA Consortium** is an annual test of English language proficiency designed for English Language Learners (ELL) in grades K-12. Qualified students will test in January.
- **Acuity English Language Arts (ELA), Math, and Science** are comprehensive on-line assessments that support instructional improvement goals. Testing begins mid-September for students in grades 1-8.
- **Curriculum Created Science Formative Assessment:** is a diagnostic benchmark assessment developed by the SLPS curriculum specialists that will be administered to students in grades 3-8.
- **Desired Results Developmental Profile (DRDP) Pre-K** is a developmentally appropriate formative assessment that provides valuable information about students' developmental progress. This assessment is used to inform instruction and program assessment.
- **Missouri Assessment Program (MAP) GLA** is a summative assessment that measures specific skills defined for each grade by the state of Missouri. Students in grades 3-8 will take the grade level assessments during the testing window of April 3 thru May 12.
- **Star Reading ELA and Early Literacy** by Renaissance Learning is a computerized reading assessment that uses computer-adaptive technology for students in grades Pre-K-8. This test is currently being administered.
- **Star Math** by Renaissance Learning is a computerized math assessment that uses computer-adaptive technology for students in grades K-8. This test is currently being administered.

**Assessment Results:** The Spring 2016 MAP GLA Science test scores are expected to arrive in the district on or around Sept. 1 and MAP GLA ELA and Math test scores are expected to arrive in the district on or around Sept. 9. We will send home student MAP testing results as soon as they are released for distribution.

**STAR Reading and Math Parent Reports:** will be sent home Friday, September 16 along with the Interim Progress Report for the 1<sup>st</sup> Quarter.

**Interim Progress reports** are issued every five weeks after the quarter begins and **Report Cards** are issued at the end of each 10-week quarter. Only students achieving less than 80% in any subject area (including related arts) will continue to receive an Interim Progress Report. This change was made to reduce "redundant" grade reporting.

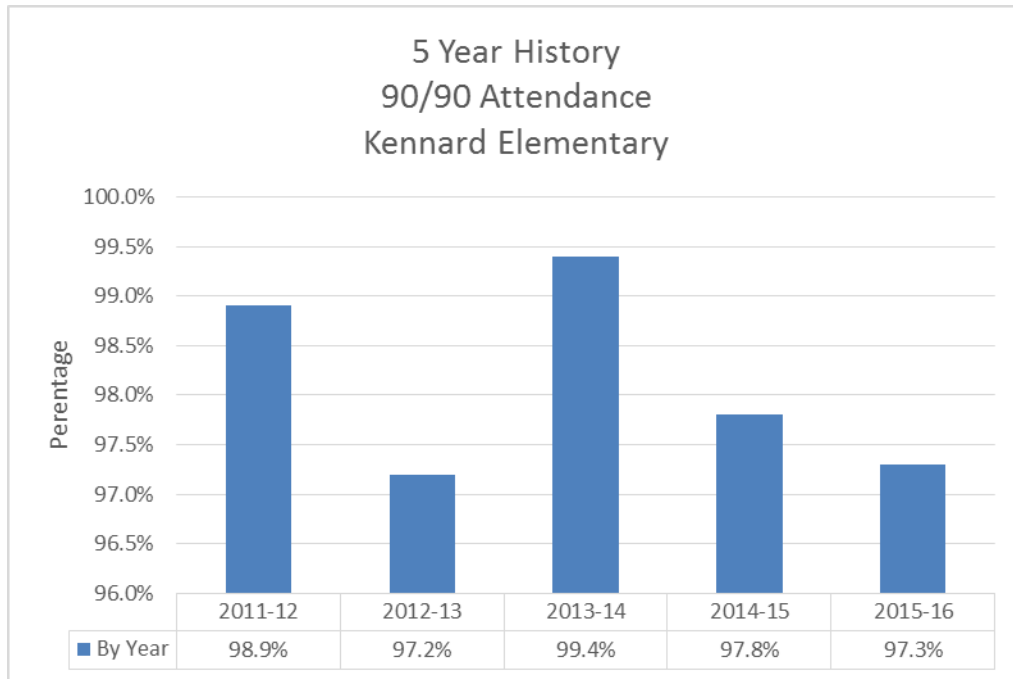
#### **New Curricula:**

**Math: EnVisionmath2.0** Common Core is a comprehensive mathematics curriculum for Grades K-6. It offers the flexibility of print, digital, or blended instruction. Each topic includes project-based learning, visual learning strategies, and extensive customization options for teachers and students.

**Science: The Next Generation Science Standards (NGSS)** are K-12 science content standards. Standards set the expectations for what students should know and be able to do. The NGSS were developed by states to improve science education for all students. This three dimensional approach to science instruction means that students will develop an in-depth understanding of content and develop key skills—communication, collaboration, inquiry, problem solving, and

flexibility—that will serve them throughout their educational and professional lives. STEM is imbedded in each strand and the standards give local educators the flexibility to design classroom learning experiences that stimulate students’ interests in science. For more information visit: <http://www.nextgenscience.org/> .

**School Data: Attendance 2015.2016**



**Enrollment:**

Handouts available in the back with most current enrollment data. We currently have 330 students enrolled at Kennard.

**Character Education Initiatives:**

**Kennard’s Buddy Bench:** The buddy bench is a simple idea to eliminate loneliness and foster friendship on the playground. Staff and students are encouraged to check the bench for anyone who wants to extend friendship. Our buddy bench is located on the small playground behind the play equipment. Help spread the message of inclusion and kindness at Kennard! The counselor has visited all classrooms to talk about the bench with the students.

**Tiger Families:** The journey to creating leaders in our learning community will occur in the form of Kennard Tiger Families. Each student at Kennard will become a member of a Tiger Family and this will remain their family throughout their years at Kennard. Every teacher will lead the multi-age group through twice monthly family meetings throughout the school year. Home connection information will be sent after each meeting to reinforce the skills and vocabulary used. There will be a Tiger Family Rally and Parade, individual recognition throughout the school year, and a Tiger Family Open House. This will promote an overall community family bond that reaches from our youngest community members to our oldest; and extends from our family classrooms to our family homes. **The 7 Habits of Happy Kids** will serve as the framework to teach and develop leadership qualities and meetings will begin in September. Visit the link below for more information: [www.youtube.com/watch?v=nFn2DjuCFHQ](http://www.youtube.com/watch?v=nFn2DjuCFHQ)

**“Settling-In”- Support Group:** This group is for any and all new students! Students meet with other new students and can get to know some new people going through a similar process adjusting to a new environment. This group is especially beneficial for new students that are having a harder time finding a ‘place’ for themselves. The group will meet

with the counselor approximately 30 minutes weekly. A letter or other notification will be sent home to inform you of the exact date/time of the sessions when groups are launched. For more details contact Whitney Mitchell, school counselor.

### **Gifted Program Meeting**

Last school year it was recommended that a committee/council be created to support gifted education in SLPS. Dave Hardy called a meeting August 26 to identify members for SLPS Gifted Committee. School principals were asked to select a staff member and a parent to serve on the committee. A planning meeting will be held Monday, September 26 from 5:00-6:00pm at 801 N 11<sup>th</sup> St in the Colgate room. **Contact Dave Custis if you want to be the parent representative for the gifted programming committee.**

### **Health and Wellness News at Kennard**

**Affinia Dental Clinic:** Affinia will schedule a free dental clinic at Kennard School if at least 20 families return the signed consent form for their child to be evaluated for dental services. This voluntary program is for students in grades Pre- K thru 5<sup>th</sup>. Since Pre-K services are performed on a separate day at least 20 families need to sign up to receive services. If you are interested in receiving free dental services for your child, please complete the consent form and return it to Nurse Humphreys, by Friday, September 9<sup>th</sup>.

**Birthday Treats:** Although we understand the importance of birthdays, effective immediately we highly encourage non-edible birthday treats at school. Due to the increased number of students with potentially life-threatening dietary restrictions and other concerns, it is necessary to review and make revisions to past practices of celebrating birthdays at Kennard. Also, due to the amount of classroom time invested in birthday treat delivery, and the fact that not all students can afford to bring treats, causing embarrassment, we feel this policy will best meet the needs of our students overall.

Below are several options to honor your child's special day:

- A favorite book donated to the classroom with your child's name inside.
- A favorite book donated to our school library with your child's name inside.
- Pencils, stickers, or other non-edible tokens that can be easily distributed in class with minimum loss of instruction time.

### **Note that this change of procedure doesn't apply to teacher planned events!**

**Classroom Snacks:** Midday or afternoon snacks are allowed at Kennard. However, if you're providing snacks for the entire class, we encourage you to always check with the classroom teacher or nurse for any food allergy alerts since some students have special dietary needs.

Listed are additional precautions from the school nurse to keep our students healthy:

1. Please keep in mind that even dust from peanuts can cause allergic reactions in a person that has an allergy.
2. Children should wash their hands after they eat, just like before eating, especially after ingesting nut products. Cleaning hands with a hand sanitizer will not get rid of the substance of peanut protein that can cause a reaction.
3. We also have students with gluten and chocolate allergies. Some children are allergic to fruit, such as strawberries. Many process foods have substances, like the above foods. Those substances can be in oils and other forms that might go unnoticed if we don't read labels.
4. It is also recommended that children that are allergic to nuts be allowed to eat at a peanut free table, and children should be encouraged to eat their own food and to not share foods for this reason.

Finally, lunchroom supervisors and staff will continue to promote a “**no sharing/no trading**” environment to prevent students from trading food, beverages, or dining utensils. We thank you in advance for your understanding and support as we work together to keep all families healthy in Kennard’s learning environment. If you need more information, please feel free to contact your child’s teacher, Nurse Humphreys, or me at 353-8875.

**Budget:** The Box Top check was given to the treasurer and I received a 250.00 check from GO St. Louis that was sent c/o Wanda LeFlore. I’ll check specifics with Tricia Moyer, Girls on the Run sponsor. Also, Kennard received an eScript check in the amount of 44.66 that was given to the treasurer, Grace Kivindy.

**Picture Day** is Monday, October 10 beginning at 9:00am. Lifetouch is our vendor and order forms will be distributed as soon as we receive them.

**Technology Update:** Three new Smart board systems will be installed in rooms 201, 206, 208, and an older system will be placed in the Spanish room. I’m only being charge 500.00 per system for a total of 1,500.00.

**Volunteer Renewals:** Thank you for volunteering at Kennard this school year. Your time and commitment was appreciated. If you would like to become a registered volunteer or update your application please contact the school secretary or Ella Hungerford at 345-4554.

**Revised Websites:** Let’s encourage our community to use our newly designed SLPS Kennard website: [www.slps.org](http://www.slps.org) and the PTO Newly Designed Website [www.kennardcja.com](http://www.kennardcja.com) for information about our school.

**Welcome New Staff:**

- Lewis Bonnett/Day Custodian
- Connilee Christie/Social Worker – Wednesday/Thursday
- Emma Mueller/3<sup>rd</sup> grade teacher
- Tiffany Nard/5<sup>th</sup> grade teacher
- Kristin White/1<sup>st</sup> grade teacher

**Question:** Dave Lloyd-Do you have the enrollment data from last year?

- Answer: Yes, I will get it to you.

**Vice President – Chad Beffa**

-I am in charge of committee heads and volunteers. Currently all committees have volunteers.

-Please ask in the office if you need to renew your volunteer approval. You need to renew every 2 years.

-Please see me after the meeting if you are not an approved volunteer and want to be.

**Question:** Is there a date for fall beautification?

- Answer: Not yet.

**Fundraising – Dale**

-The 2016-2017 Fund Drive began last week. You should have received a form last week in your child’s folder.

-Everything the PTO does comes from the fund drive...it all goes back to the school.

-Online Donation option this year:

- if you choose this option (info on the form), annotate that it is for Friends of Kennard on the website, if you don’t it will go to SLPS general fund, not to Kennard

- Question: Will we get confirmation from the district for our online donations?
  - Answer: You should get a reply right after you submit. Also, please send Dale Greenbury an email if you donate online. He will reply to you for confirmation.

-Participation rate is very important for the fund drive. Many philanthropic/grant writing organizations want to know how engaged is our community. Participation rate is how they judge community involvement. We are going to try and have a participation event (like a week where the kids each bring a dollar for the fund drive) this year.

**Information Officer – Erin Bihr**

-Our buzz book/directory is through the myschoolanywhere online system. This system is a safe, secure, password protected system. We are currently collecting data. Please go to join.myschoolanywhere.com and enter code JoinKCJA to enter or update your family’s information.

-There have been a few glitches in the system, and some families have had difficulty entering their information. Please contact Erin if you are having difficulty with the system at buzzbook.kcja@gmail.com.

**Parent Relations Officer – Lara Fuchs**

-room parents are all finalized for the year

-we are asking room parents to create a grade level facebook group to increase communication among grade level families. This will reduce the grade specific posts on our general facebook group (for example homework questions).

-The myschoolanywhere system allows room parent access to emails easily, and we will be using this feature this year.

**Enrichment officer-Amanda Miller**

-We have a Brain Pop Subscription through June of next year.

- We are putting together a committee to review the system and determine if we want to continue funding it or if there is something else we want to fund.

**Communications – Susie Anderson-Bauer**

-The school/PTO have multiple ways of communicating with parents.

- Teachers
- Dr. Leflore’s monthly report (hard copies available in the office)
- website
  - redesigned-calendar on it, newsfeed, you can sign up for updates, news section and events will be refreshed throughout the year
  - if you want any content posted for a committee (thank yous, events, announcements, photos-must check photo releases to get kids pictures posted)
- facebook page and facebook group (this reaches a limited amount of families, if you need something to get out to all families talk to me or Lara to do a PTO email blast or put information on the website)

**Treasurer – Grace Kivindyo**

As of 9.6.2016:

FRIENDS OF KENNARD (as of 6-30-16)	\$10,377.41
PRIMARY ACCOUNT	\$12,024.68
DEBIT CARD ACCOUNT	\$331.12
PENDING CHECKS	(\$726.69)

<b>PTO BALANCE Bank Accounts</b>	<b>\$22,006.52</b>
Agendas	(\$1,300.00)
Open house/ New Families	(\$203.41)
New Kennardware Order	(\$5,746.00)
\$6,000.00 cushion carry over	(\$6,000.00)
<b>PTO BALANCE</b>	<b>\$8,757.11</b>
5TH GRADE ACCOUNT	\$9,923.47
-separate from PTO main account	

- We received checks from the following:
  - Escripts-\$867.33
  - Box Tops-\$1548.90
  - Misc. Donations-\$1074.564
- There is a clothing donation receptacle on the bus parking lot that we earn money from. Please consider donating old clothes to the bin.
- No new report for friends of Kennard.
- Question: Has the Kennardwear money been deposited?
  - Answer: Yes, but we still need to pay the vendor with that money.

**OLD BUSINESS**

-In May the PTO approved funds to purchase new microphones. The bid for microphones came back very high and they were not purchased. We will open up in new business what to spend the excess money on.

**NEW BUSINESS**

**I. 2016-2017 Budget – Grace Kivindyó**

<b>Proposed Budget</b>	<b>\$33,262.50</b>
Anticipated Fund Drive	(\$25,000.00)
Funds needed to complete budget	\$8,262.50
PTO Balance	\$8,757.11
Funds Needed to complete budget	(\$8,262.50)
<b>EXTRA FUNDS</b>	<b>\$494.61</b>

- The following changes were made to this year’s budget:
  - Increase year book to -\$2000 for color year books
  - Teacher appreciation-increased budget for that\$500
  - Line item for bus driver appreciation day
  - Removed green schools quest.
  - Removed 5<sup>th</sup> grade graduation funds (these will come out of the 5<sup>th</sup> grade account now).

- Total budget would be \$33,262.50.
- Motion made by Myra Belgeri to approve the proposed 2016-2017 PTO budget. Motion was seconded by Dawn Brandt. Motion passed unanimously.

## II. Extra funds from the 2015-2016 PTO Budget

- Dave Custis open the floor for discussion about how to use the extra funds from the 2015-2016 PTO budget.
  - Water bottle filling station for kids to fill water bottles with filtered water.
    - Question-would it go by the cafeteria?
    - Answer: We ultimately would leave this decision to Dr. LeFlore for placement. We would like it to replace the water fountain on the bottom floor that fell and was not replace.
    - Question: How would we make sure it would get used appropriately? Would teachers be okay with taking their kids to refill bottles?
- Motion made by Nicole Colbert-Botchway to use the extra funds, for up to \$4000, from 2015-2016 budget to purchase a water bottle refill station.
  - Discussion:
    - Question: Is this the most pressing need right now?
      - Answer: We don't know.
  - What is the replacement cost for filters?
  - According to the budget spreadsheet it looks like our extra funds are actually only \$494.61. This may be too expensive to fund.
- Susie Anderson-Bauer made an amendment of the motion that we table the vote until we can research the cost and sustainability, and report back in November. Seconded by Grace Kivindy. Motion passed unanimously.
- Alternative to water bottle filling station is to purchase picnic tables for classes to use in the green space in front of school. An eight foot picnic table would cost around \$800. We would want to purchase four and put mulch around them.
  - Motion made by Grace Kivindy to investigate using extra funds for picnic tables the green space in front of school. Motion was seconded by Erica Orrison. Motion passed unanimously.

III. The PTO Board voted at its meeting last week to approve a \$2000 loan to the 4<sup>th</sup> grade teachers to attend the NGCA Conference in November. The teachers received a grant, and will pay the PTO back when the grant money arrives.

- Dave Custis motioned to ratify the board's action for loaning \$2000 to the 4<sup>th</sup> grade teachers for NGCA Conference. Seconded by Erin Bihr. Motion passed unanimously.

## ANNOUNCEMENTS

- 5<sup>th</sup> Grade Trivia Night-Trivia Night will be held on Saturday, Nov. 5. It is the main fundraiser for 5<sup>th</sup> grade camp. Please see Jen Anania or Myra Belgeri for questions or if you would like to help or with donations.



- Grandparent's Day- Will be on Sept. 16. Kim Whitrap is chair.
  - Please encourage grandparents and special friends to attend.
  - Volunteers are needed to help set up Thursday evening and shifts during the event on Friday. See the website for a sign up link, or contact Kim Whitrap.
  - Also, please send Kim quotes from your kids about their grandparents to put on the slideshow in the gym at the event.
  
- Fall Festival-Dawn Brandt and Blythe Burkhardt are the co-chairs. It will be the evening of Oct. 14. It includes trunk or treat, music, food, games. If anyone is interested in decorating their car let Blyther or Dawn know. A flier with more information will be sent home later this month.
  
- Enrichment Night this year will be Diversity Night. The date is TDB, but will be in November or December.
  
- Volunteer Renewals-Remember to get your volunteer application and renewals in. You cannot volunteer for school events, field trips, class activities unless you are approved by the district.
  
- Bus Driver Appreciation Day-The PTO will greet the bus drivers when they come for pick up with water and a snack. They are doing an amazing job and deserve our thanks.
  - Question: Some bus drivers have different routes for morning and afternoon. Is there a way we can make sure the morning bus drivers are thanked as well?
  
- Mr. Clement thanked the PTO for all of the snacks/meals provided, and support we provide for the teachers.

**Motion to adjourn made by Carolyn Recke, seconded by Chad Beffa. Motion passed unanimously. Meeting adjourned at 7:07 pm.**

Respectfully submitted,

Erin Bihl  
 PTO Information Officer, 2016-17