

**Kennard Classical Junior Academy
PTO Meeting**

Feb 7, 2018 6:00 pm, Gym
Kennard PTO Meeting Minutes

PTO Board Members present: Mike Viles, Melissa von Rohr, Jennifer Beffa, Karen Ruggeri, Susie Anderson-Bauer, Lara Fuchs, David Custis, Cindy Heidenry, Craig Higgins, Jenifer Garcia

Not Present: Erin Bihr, Kate Metzger

Call to Order

PTO President, Mike Viles called the meeting to order at 6:05 pm

Scheduled guest speakers from SLPS Cafeteria program requested to reschedule their presentation.

Acceptance of Minutes from November PTO Meeting

- The minutes from the last meeting (November) 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 Dave Custis seconded by Lara Fuchs. Motion passed unanimously.

Call for New Business Agenda Items.

- None submitted

Kennard CJA PTO Principal's Report

February 1, 2018

- Sent to all parents through traditional school channels
- Updates since the report was sent:
 - Spring Concert will be held Thursday, March 15th. Two concerts, Morning Pk-2nd at 10:30 am, Afternoon 3rd and 4th at 1:30 pm.
 - Potable Water Packets now will be available for all students at breakfast and lunch as part of the districts free and reduced lunch program. Dr. LeFlore is confirming if water is offered in addition to the milk, or as a choice.
 - New Staff – Gifted Specialist role filled by Ms Spitznagel, beginning the advanced math classes for pull out math enrichment students. Registration for the upcoming Equations tournament completed for Feb 27th.

Treasurer – David Custis

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| FRIENDS OF KENNARD (as of 12-31-17) | \$17,490.83 |
| | -\$6,000.00 |
| PRIMARY ACCOUNT | \$12,263.26 |
| DEBIT CARD ACCOUNT | \$1,087.73 |
| PENDING CHECKS | -\$187.17 |
| PTO BALANCE Bank Accounts | \$24,654.65 |
| 5TH GRADE ACCOUNT | \$20,675.88 |
| -separate from PTO main account | |

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Treasurer Report:

- Thanks to volunteers for the Math and Science Enrichment night – around 1/3 of student population attended! World Bird Sanctuary exhibit was very well received.
- Fundraising – have raised \$17,000 year to date through the fund drive, as well as additional funds from MyCokeRewards (\$300), BoxTops (\$1600), the clothing box in the parking lot (\$170).
- Question – is the Learning Garden in the PTO Budget? Answer – yes, it is included in the Beautification budget.

Reports

Diversity Committee – Craig Higgins:

1. Survey results from last year's climate survey will be coming out from the Diversity Committee.
2. Special thanks to Kara O'Leary for securing tickets to the Metro Theater Performance of Bud Not Buddy for 3rd graders and thanks to Dr LeFlore for helping make this happen.
3. March Meeting speaker will be from Washington University - David Cunningham, a sociologist, discussing Restorative Justice.
4. A group from Kennard and Mallinkrodt toured Columbia Elementary last month and met with the principal to discuss ways for the parents from the established gifted programs to support Columbia.

Changes to PTO By-Laws

- In discussion about upcoming school year board positions, there was a recommendation to combine some of the current board positions (Room Parent Coordinator with Information Officer) and (Parliamentarian and Security Officer). The proposed change requires a bylaw change, which must be submitted in writing and then voted on at an upcoming PTO meeting. Susie Anderson Bauer moves to amend the current PTO bylaws to combine the positions as outlined above. Lara Fuchs seconded the motion. Motion passes unanimously.

Explanation of Board Duties for Next Year's Board – Nominations at March PTO Meeting

- President – coordinates meeting agenda, handles primary communication to the Principal and other related staff members. Significant time commitment every month. Position may be open next school year.
- Vice President – primary responsibility is to coordinate the volunteers for the various committees and the committee chairs. Medium time commitment every month. Position may be open next school year.
- Secretary - primary responsibility is to keep the meeting minutes during the PTO general and board meetings and distribute via the proper channels. Low time commitment.
- Treasurer - manages ingoing and outgoing funds for 3 separate accounts: debit card, PTO account and 5th grade account. Budgets in total are around \$25,000 for the 5th grade and PTO account. Significant time commitment. Position will be open next school year.
- Security Officer (and Parliamentarian) – coordination of security issues, relatively low time commitment. May need to be a faculty member.
- Information Officer (and Room Parent Coordinator) – coordinates participation in the annual BuzzBook and maintains the data in the buzz book. Position may be open next school year.

- Enrichment Officer – keeps track of the teacher enrichment funds and how they are spent, arranges buses for class field trips and other events. Position may be open next school year.
- Communications Officer – coordinates Kennard PTO website (runs off of WordPress but experience not required), averaging ~40 visits a day. Sends emails via MySchoolAnywhere system, needs to be responsive to emails, savvy with web site maintenance and graphic arts. Position will be open next school year.
- District Affairs Coordinator – participates in district meetings with impact for Kennard, communicates back to the PTO. Meetings are approximately once per month. Position may be open next school year.
- Fundraising Chair – coordinates the annual fund drive and tracks participation. Low time commitment. Position may be open next school year.
- Diversity Committee Representative – attends the Diversity Committee meetings and brings the issues related to Diversity and Inclusion to the PTO board and community at large. Position will be open next school year.

New Business – no new business.

Announcements

- Beautification committee will be meeting March 1st at 6:30pm at school, contact John Huth with questions.
- School Dance will be this Friday, Feb 9th, Surfs Up theme. \$5/person and \$1 for flower leis.

Motion to adjourn made by, Susie Anderson Bauer seconded by Melissa von Rohr. Motion passed unanimously. Meeting adjourned 6:35 pm.

Respectfully submitted,
 Karen Ruggeri
 PTO Secretary, 2017-18