

KHS PTO Meeting Minutes

Oct. 16, 2018

In attendance: Megan Roche, Lynne Hamilton, Shelly McDonough, Albert Tien, Julie Voudris, Gary Bryner, Christine Riscili, Regina Weber, Marcie Adante, Laryn Ullman, Mary Anne Klank, Mary Toth, Lynette Laehu, Darlene Walker, Marcy Gurd, Mary Dangler, Kat Price, Erin Krupp, Tom Gabram

Meeting called to order at 9:55 am by President, Megan Roche.

- I. Approve Minutes -- Laryn Ullman motioned to approve, Christine Riscili seconded. September meeting minutes approved with the following change: Regina Weber noted that the "introduction section" of the minutes stated that she has 4 kids. It will be changed to reflect that she has 5 kids not 4.
- II. Principal's Report
 - A. 1st quarter completed; teachers posted final grades this morning; not mailing report cards; everything reported through Infinite Campus portal
 1. Question from Lynette Laehu re: grades -- Mr. Gabram described that a semester course (18 weeks) is made up of two 9 week grading periods; not on their transcript but averaged into final grade for the semester, which is on the transcript
 - a) 40% first 9 weeks; 40% second 9 weeks; 20% final exam
 - b) End of course exams are for 7 course areas (state tested exams) not part of GPA or final exam
 - c) For out-of-state students, the state requires the student to take the end of course exams (can take any time) -- Discussion continued specific to one attendee's child; Mr. Gabram offered to discuss afterwards
 - B. Homecoming week
 1. Traditional activities and events: parade, football game, dance (750 people attended) -- all went well; great response on dance DJ (Luke Jordian, senior)
 2. The Inaugural Hall of Fame Induction was hosted by Alumni Association (it had been talked about for 5 years); nomination process of alumni or staff member that has given back to the community; person completes an application; hoping for growth of the event in future years; part of Homecoming tradition each year
 - C. PSAT, SAT, National Merit Scholarship -- Testing Day Oct. 10 + College visits or Shadow Day for seniors
 1. About 100 seniors took the SAT
 2. PSAT results expected back 1st or 2nd week of December; SAT end of November

- D. Speech & Debate, Science Olympiad, Drama activities have started; Fall sports wrapping up
- E. Administration is going through the student survey (853 responses); compiling the data; results to go out in Bomber Bulletin early next week (looked at 6 different domains of climate); anonymous (although some students thought it wasn't really anonymous); not sure of 100% accuracy because there were opt out questions
- F. Senior class officers finalized prom venue
 - 1. Westin Hotel in downtown Cleveland; no change in cost; parking garage attached
 - 2. Space is large enough; kids excited for change of venue
 - 3. Contract needs to be approved by the treasurer's office at BOE
- G. Looking at our media center/library and doing a transformation -- make it an "innovation space" where kids can collaborate (similar to KIS) and utilize technology as needed.
 - 1. Looking at potential use of 3-D printers (current one in art department is on its last leg), sound podcasts, film needs and other technology items. There's a committee of staff working on this and a rendering will be created. Mr. Gabram asked what is available through PTO for educational tools to be purchased.
 - 2. Megan Roche noted that the best time to discuss might be after the fundraiser
 - 3. Mary Toth noted that when her kids were at St. Rita's, fundraising goals were clearly communicated, as well as how the money would be used (ex. White boards in the classrooms noted the goal amount plus how the school will benefit)
 - 4. Mr. Gabram noted that the building will likely be using Chromebooks next year. (iPads were no cost to the district; on year 4; insurance (Apple Care) on Mac products are expensive; Chromebooks are cheaper to insure. These would have a touch screen; smaller screen; keyboard function; working with teachers to have alternative apps to accomplish the same thing as I-Pad apps.
 - 5. Tech fees cover having the device for 4 years and then the student owns it (\$60/year currently)
 - a) Each year will see Chromebooks replenished for the incoming 9th graders (just like 6th graders get their Chromebooks for 3 years)
 - 6. Mrs. Buettner is going through books in the library to allow for more space in the library; making tables movable
 - 7. Julie Voudris asked how this would be funded. Mr. Gabram noted some will come out of principal's fund and perhaps some would be through partnerships with organizations. Possibility of making a funding request through PTO too.

8. Once the conversion to Chromebooks has taken place next year, they will hold onto some iPads in carts

III. Treasurer's Report

- A. Current bank balance \$11,125.09; spent \$611.93
- B. Membership is down (throughout the entire district, in fact); previously received larger donation checks as part of membership
 1. Laryn Ullman noted that the middle school PTO is doing another push for membership; KHS should do the same
 2. Perhaps there's a way for PTO to be a line item when parents pay their fees
 3. Mr. Gabram said he'd include a membership link in the upcoming Bomber Bulletin
 4. Albert noted that stapled checks present problems in processing checks
 5. Teacher memberships are down -- Laryn Ullman mentioned that she gets questions re: how teachers are involved in PTO

IV. Committee Reports

- A. Bomber Hangar
 1. Placed order for the holidays; new events (Sneak Peek Nov. 8/9), Small Business Saturday (Nov. 24) and Face-to-Face Monday (Nov. 26) both at the stadium; Silver Bells Holiday Boutique (Dec. 1) at KHS, plus concerts and basketball games in December
 2. Offering ability to order a Kenston sport-specific logo on hoodie or t-shirt; Kenston athletics would be on the front left chest, Kenston Football (for example) would run vertically or horizontally on the back of the item
 3. Elite line being available through an order form (Cutter & Buck)
- B. Care Blue
 1. New-to-District breakfast today (five new parents attended), which allowed everyone to introduce themselves and allow for questions to be asked and answered
 2. Laryn Ullman reminded the group that the Care Blue committee sends cards to staff members (babies, death, marriages, engagements); provides gift cards for special situations; it is not always cut and dry. She is looking for feedback on our role in helping families in need
 - a) Megan Roche noted that the issue is that it may not come across as equal treatment, also could be a slippery slope
 - b) Shelly McDonough agreed with Megan; appropriate to send a card; discuss among PTO as some families prefer to be more private in these situations

- c) Laryn will investigate specific situations and bring forth to PTO; probably need to have PTO Council discuss parameters on these issues

C. Celebrate Blue

1. Chairperson Laura Selent not present; Julie Voudris co-chair reported that ice cream sandwich distribution on Thursday went fine

D. E-Comm/Website/Membership/Volunteers

1. Website up-to-date
2. Membership -- We've received the following membership forms: 13 staff (\$183) + 140 parents (\$1,635) = 153 members with income of \$1,818. This is down from 35 staff members (\$432) + 167 parents (\$1,835) = 202 members with income of \$2,267
3. SignUp Genius is up-to-date; all committee chairs have their volunteer lists with SignUp Genius login instructions

E. Senior Breakfast -- no discussion

F. Staff Appreciation

1. Date changed to Wednesday, May 8 (from May 7th) as this was approved by PTO Council

G. After Prom

1. Silver Bells is the main fundraiser for After Prom. Date is Dec. 1; Girl Scouts are doing a wrapping station this year; prize raffle again of high school girl/boy prize package (prom-related items included)
2. Volunteer Kick-off Meeting is Oct. 24th at 7:00 pm
3. Fashion Show still being planned
4. Megan Roche noted that a meeting was held among Patty Hamilton, Lisa Kratzert (After Prom treasurer), Meg Noah, and Lynne Hamilton to discuss moving forward with After Prom being a part of PTO, which is in the process of filing for 501c3 status.

H. Hospitality

1. Mary Dangler reported that the hospitality committee handled the Open House refreshments (cookies/water), staff dinner for parent teacher conferences; opted to not offer snacks/water on cart around the gym for the teachers as they prefer to get up from their station and walk around/get snack
2. Donations continue to be spotty (people forget); sometimes need to go to the store to get additional items the day of
3. Megan Roche suggested texting PTO members to do those types of errands in the midst of the dinner

I. Bomber Bash

1. Main fundraiser -- Nov. 17th, 6 pm - 6 am lock-in; 3rd year
2. Theme is Outerspace; Tagline: One Small Step for Kenston, One Giant Step for A Kid Again
3. In need of volunteers; will be sending out SignUp Genius

4. Student crew with their own committees; meet once/week
5. Kick-off assembly on Wed., Oct. 31st; trying to get a family from A Kid Again (or video); Registration starts Nov. 1 for one week, but will likely continue (they need to order t-shirts so need to know quantity/sizes)
6. \$10 Registration; incentives -- Ex: donate \$100 you get to sit for 10 minutes
7. Mr. Gabram said we need to remember to promote PTO as part of this. Once expenses are covered, money is divided among the charity, PTO, and classes.
8. Patty Hamilton noted that there should be a formula for designating how the money is distributed. Perhaps a percentage of the profit? Lynne Hamilton noted that A Kid Again is grateful for any amount of money they receive. PTO should decide how the money is distributed. Lynne noted that it has been equal among the classes so as to not discourage attendance the next year.
9. Action item: PTO to review numbers from last year and how it was distributed. Megan will send an email with details.

J. Directory

1. A little behind due to census verification (since its moved online)
2. 140 families still haven't done the census verification; personal phone calls being made to those families
3. Next summer, an email will be sent re: census verification and that it must be done or else the student(s) won't get their schedule(s)

K. Beautification

1. Marcy Gurd inventoried the items in storage (organized & labeled)
2. Christmas trees seem to be missing; may have some Christmas purchases
3. Weeding and cleanup in front entrance has taken place; added plants to the planters
4. Laryn Ullman suggested a swap among the PTOs (things get old to keep reusing at the same building; appear fresh at a new building)

V. President's Report

1. Discuss After Prom/PTO merger pros, cons
 - i. From a treasurer's standpoint, Albert would add in After Prom bank account balance to PTO
 - ii. Lisa Kratzert (After Prom treasurer) would still like to work with her own account vs. waiting on treasurer to issue checks, etc.; decisions have not been finalized; another meeting planned
 - iii. The budget would be set from the beginning and After Prom would work within that -- just like any committee within PTO

- iv. Training required of After Prom volunteers re: deposits, etc.
- 2. PTO Council Update for October meeting (see Talking Points below)
 - i. Building administrators in attendance at Council meeting
 - ii. Discussed engaged instructional practices -- how do you motivate kids?
Who's Who program at KHS
 - iii. Each building spoke of their activities for engagement

VI. Adjourned at 11:28 am

Next meeting: November 6, 2018 at 9:45 am

PTO Council Meeting
Talking Points for Building Presidents
October 5, 2018

1. Building Reports – the Principals were present and provided an overview of the tactics they are using to engage students
 1. KHS
 1. What are teachers doing to make the standards meaningful for students?
 1. If the lesson does not engage students, then it needs to be modified
 2. There are 10 design qualities that make a lesson engaging
 2. Focus on project based learning
 1. Students work collaboratively with a culminating activity
 2. Teachers guide and facilitate the activity
 3. Teachers need to know students, so they can engage them
 1. Students were surveyed as part of the “Who’s Who Initiative”
 2. Goal is to develop special interest groups in which students can sign up for a topic and a staff member will lead the group
 2. KMS
 1. Surveyed students via Google forms to determine how they learn best
 2. Re-structuring of how teachers teach
 1. For example, classrooms have a bulletin board in which students can place a push pin on a spectrum to indicate how engaged they were during the lesson
 3. Positioned Guidance Counselors in Cafeteria annex so they can talk with students daily
 4. Emphasis is on student relationships
 1. Teachers are in the cafeteria during lunch in order to interact with students
 3. KIS – no report given as Mr. Fender was unable to attend

4. TES

1. Surveyed parents to understand how they prefer to receive information
2. Teachers are building choices into their instruction in order to determine how to deliver their lessons
3. Flip book was developed regarding the 10 design qualities of a lesson
 1. Teachers can use it to ask themselves how do I develop that design quality in my instruction
4. As a building, TES is looking at their events: 1) are there design qualities present in the events and 2) do the events need to be tweaked so students are more engaged. Events:
 1. Kindergarten: Portfolio Day
 2. 1st Grade: Grandparents Day
 3. 2nd Grade: Science Day
 4. 3rd Grade: International Festival
5. Looking at affective side
 1. Are students stressed over simple things such as homework?
 2. If we see this, how do we support them and acknowledge this is happening