



## KMS PTO Meeting Minutes September 13, 2018

### Attendees

#### *KMS PTO Board Members:*

<input type="checkbox"/> K. Flynn	<input type="checkbox"/> D. Lechak	<input type="checkbox"/> M. Rees	<input type="checkbox"/> N. Thompson
<input checked="" type="checkbox"/> M. Hirt	<input type="checkbox"/> M. Martino	<input checked="" type="checkbox"/> C. Riscili	<input checked="" type="checkbox"/> L. Ullman-Koenig
<input checked="" type="checkbox"/> K. Jacobs	<input checked="" type="checkbox"/> J. Meine	<input type="checkbox"/> C. Rosneck	<input checked="" type="checkbox"/> J. Voudris
<input checked="" type="checkbox"/> S. Jones	<input type="checkbox"/> M. Noah	<input checked="" type="checkbox"/> J. Smith	
<input type="checkbox"/> J. Laishes - Olsen	<input checked="" type="checkbox"/> K. Phillips	<input checked="" type="checkbox"/> M. Spellacy	

#### *Other Attendees:*

P. Brockway, T. Collins, L. Hornyak, D. Kachurchak, and L. Klimkowski

#### *New to District Parents:*

Amber Sanda, Trina Kovalski, Erin Krupp and Chey Ebert

The meeting was called to order at 9:33 AM by KMS PTO President, Laryn Ullman-Koenig.

- I. Welcome and Introductions led by L. Ullman-Koenig: meet and greet breakfast for the new-to-district parents
  - a. Everyone went around the room and introduced themselves, what grade his/her child was in and what community activities he/she is involved with at this time.
- II. Putting the "T" back in PTO- presented by Josh Timmons
  - a. Google Classroom was discussed today.
    - i. As a parent, you cannot joint a Google Classroom. You must have a kenstonapps.org email address.
    - ii. A student can log into his/her classroom for parents to see updates.
    - iii. The teacher can enter an email address for the parent-this invites the parent as the "guardian".
    - iv. Parent will then receive a summary.
  - b. Josh and his team are working on a new tool that allows the teacher to send an individual email to the parents.
  - c. Josh explained that the interaction between the teacher and the student takes place in "real time".
  - d. Josh explained in more detail how the teacher posts different assignments.
    - i. As a teacher, all the assignments show up and he/she can see how many assignments are completed vs. the amount dispensed or assigned.
    - ii. The teacher can still print assignments from this system as well.
    - iii. Every teacher has different uses within the Google Classroom.
  - e. There was some Q & A from parents regarding Google Classroom.

- i. Several parents asked questions about why his/her child had so many emails.
    - ii. Josh explained the students receive an email every time an assignment is posted in Google Classroom.
    - iii. There were questions posed by parents as to how their child will keep track of assignments and Josh explained Google Classroom automatically assigns the title of each assignment once the teacher posts the assignment.
  - f. Josh also suggested that parents can email specific teachers and ask to be invited to the Google Classroom.
    - i. This will allow parents to see their student's assignments.
    - ii. Josh is looking at a method to eliminate the Guardian method.
  - g. Josh discussed the GoGuardian Software Program. He is currently going through a process of creating a form for students to request access to apps, websites, etc.
  - h. GoGuardian is an education-focused software-as-a-service provider that offers Chromebook management and web filtering in schools, and is used primarily by district administrators.

### III. Principal's Report- Pat Brockway

- a. Mrs. Brockway explained that every teacher is at a different level with technology.
- b. Mrs. Brockway assured parents that we are off to a really smooth start.
  - i. The building is cooler with the purchase of 12 A/C units for the classrooms that didn't have these already.
    - i. The heat spell didn't affect the school this year in comparison to last year.
    - ii. Phones were installed in the classrooms of the basement for safety/security.
- c. Dances
  - i. The first dance is this Friday, September 14, 2018.
    - i. Betty Patton Room-there will be assigned teachers to monitor this room and they will encourage the students to pick up their mess.
    - ii. Dance volunteers (parents) are not allowed in the gym for any reason during the dance.
    - iii. These volunteers should be working in concessions area only-no mingling with the teachers.
  - ii. There is only one dance that's not right after school: Semiformal Dance in February-this begins at 6:30 PM.
- d. Important Dates as follows:
  - i. KMS 7<sup>th</sup> Grade Camp 5/6/18 - 5/10/18 - New location Camp Christopher
  - ii. KMS 8<sup>th</sup> Grade Washington DC Trip 5/7/18 - 5/10/18
  - iii. International Day of Peace 9/21/18
    - i. There will be a large tree with wood panels on the back wall of the hallway and the students will write about what peace means to them and who they would like to make peace with today.
  - iv. Start with Hello Program: The Sandy Hook Promise
    - i. This starts next week.

- ii. This will be hosted by STAND.
- v. KMS Musical: Fiddler on the Roof
  - i. KMS Musical 10/6 at 1:00 PM/4:00PM and 10/7 at 2:00 PM
  - ii. Notice there is not an evening show on 10/7 and this has much to do with use of the gymnasium space.

IV. President's Report-Laryn Ullman-Koenig

- a. Raffle for participants in Retailer Rewards Programs
  - i. There will be a raffle today for a \$25 gift card to Panera. This was for anyone who signed up with Giant Eagle or Heinen's and assigned KMS as the school to receive any points from their purchases.
  - ii. Links are listed below for Giant Eagle and Heinen's:

Giant Eagle: <https://www.gianteagle.com/about-us/in-your-community/education/apples-for-students>

Heinen's: <https://www.heinens.com/Home/Tasteful-Rewards/Teaming-up-for-Education>

- b. Dance Expectations:

- i. Please follow the rules and policy (link is below)
- ii. [https://kenstonlocal.org/pto/wp-content/uploads/2018/09/Kenston\\_PTO\\_By-Laws\\_092018.pdf](https://kenstonlocal.org/pto/wp-content/uploads/2018/09/Kenston_PTO_By-Laws_092018.pdf)
- iii. PTO Code of Conduct: Page 3/22

- c. PTO Council Report-Kim Phillips

- i. Kenston PTO Council is comprised of representatives from each building
  - i. Building Presidents and Vice Presidents serve as members
  - ii. Executive Board which consists of: President, Vice President, Treasurer, and Secretary
  - iii. Chairpersons for: Bomber Hangar, Care Blue, and E-Communications
  - iv. At-large members
- ii. What does PTO Council do?
  - i. Meets on a monthly basis
    - 1. During each meeting District Superintendent, Nancy Santilli, gives a report
    - 2. Every other month, the building principals attend PTO Council meetings
  - ii. Ensures that the activities of all Buildings support the well-being of the overall organization and the mission of the Kenston PTO
- iii. Superintendent's Report
  - i. Electronic stadium scoreboard has been installed!
    - 1. We are thankful to our generous community, corporate and Booster sponsors who funded the replacement and upgrade from the previous one
  - ii. Reminder that pets are not allowed on campus, including after school hours

1. This ensures the safety and security of those on campus and keeps our grounds clean
  - iii. 2018-19 school year is off to a great start
    1. Prior to students' first day, Kenston teachers attended Professional Development Day
    2. Student "engagement" is the focus for Kenston
      - i. This means the student is attentive and finds meaning and value in the work
    3. One way that "engagement" translates to the parent community is through outreach programs like the Kenston Parent Engagement Speaker Series hosted by Kenston PTO
      - i. The series provides a proactive approach in assisting our parents with information that can help them in supporting their children
    4. Safety and Security at Kenston Schools is the topic for the first event
      - i. When: Wednesday, September 12, 2018 at 7:00 PM
      - ii. Where: Robert E. Lee Auditorium at KHS
      - iii. Speakers include:
        1. Bainbridge Police Chief, Lt. Jon Bokovitz
        2. Bainbridge Fire Chief, Lou Ann Metz
        3. Jeremy McDevitt, Kenston Assistant Superintendent, Business Operations & Strategic Initiatives
  - iv. Bomber Hangar Update
    - i. Volunteers are still needed
    - ii. Retail Store is currently located at the stadium
    - iii. Store Hours:
      1. Tuesdays from 2:00 – 4:00 PM
      2. Fridays from 10:30 AM – 1:00 PM, UNLESS there is a home football game
      3. AND during home football games
    - iv. Be on the lookout for *surprise* raffle tickets for PTO meeting attendees from time to time
      1. At the end of the PTO meeting, a raffle ticket will be pulled and the winner will receive a prize item from The Bomber Hangar
- V. Treasurer's Report-Kristin Jacobs
- a. PTO reimbursement forms will be in the PTO mailbox in the office.
  - b. Use your budgets for your committees.
- VI. Committee Reports
- a. Dance Concessions- Julie Voudris
    - i. The first dance went well.
    - ii. 340 students attended the first dance. Concessions made \$550.

- iii. There are new dance concession volunteers and we're setting the expectations for these volunteers prior to the next dance.
  - iv. The students were buying large amounts of candy and soda.
  - v. There was a suggestion made by Missy Spellacy to place a sign at the concession stand reminding the students that the fruit is free!
- b. CARE- Julie Smith
  - i. The meet and greet breakfast today was organized by Julie.
  - ii. This went very well.
- c. Hospitality- Julie Meine/Michele Martino
  - i. Tonight will be the third event of the year with parent teacher conference.
    - 1. Dinner starts at 2:00 PM
    - 2. There will be a Western Theme
    - 3. We have plenty of volunteers to bring in donations.
    - 4. We will have a snack cart with students offering teachers different snacks and drinks during the conferences since this is such a long night for everyone. This has worked well in past years.
    - 5. Conferences from 3:00-7:00 PM on 9/13/18
- d. Bomber Hangar- Christine Riscili
  - i. We've had several events this year!
  - ii. We are still in need of volunteers for different events.
    - 1. Look for the SignUp Genius to sign up for these events.
- e. E-Communication- Meg Noah
  - i. Stacey Jones will send the approved August minutes to Meg so she can upload these to the website.
  - ii. Meg is in the process of updating the website as it's not very user-friendly, though
  - iii. If you have something to add to the weekly update, please send this to Kim Phillips.
  - iv. Meg is also looking to link the weekly update to the website.
- f. Weekly Update- Kim Phillips
  - i. This weekly update comes directly through email from Mrs. Brockway.
  - ii. There is a grade level recap on the newsletter.
  - iii. There is also a PTO section.
    - 1. If you have any updates for the newsletter, please submit these to Kim Phillips, no later than Wednesday. Kim needs to send this to Susan, Mrs. Brockway's assistant, by noon on Friday.
    - 2. Mrs. Brockway emails the weekly update on Fridays of every week.
- g. Volunteers/Membership- Maureen Hirt
  - i. Membership is down in comparison to last year.
  - ii. There were questions brought up as to whether or not enrollment is down as well.
  - iii. Check with Timmons to see if the KMS PTO form went to the wrong place.

1. Every school used the purple (lilac paper) to distinguish PTO. If a parent has several children and involved in several different PTO's, then it could be misplaced at another Kenston Building.
  2. There was a suggestion made by someone to flag the KMS PTO form to look a little different from the other Kenston PTO forms.
  3. We haven't had any more teacher memberships.
  4. Maureen will double check that all board members have completed their membership/enrollment forms as well.
- h. Beautification- Stacey Jones
- i. We will update the planters for the fall season.
- i. Book Fair- Missy Spellacy/Nicol Thompson
- i. Confirmed Dates 11/12-11/16
  - ii. There will be evening hours for the book fair on Thursday 11/15
  - iii. There are currently 605 students at KMS.
- j. Fundraising- Maureen Hirt/Stacey Jones
- i. Kickoff is October 1, 2018
  - ii. Fundraising Dates 10/1-10/16
  - iii. Delivery Day is 11/15
    1. This is also a conference day so we will coordinate pick up with this date and communicate to parent so they are aware of this.
- k. Skate Night- Michele Rees
- i. No Update
- l. Staff Appreciation- Christy Rosneck
- i. No Update
- m. 8<sup>th</sup> Grade Party- Stacey Jones, Maureen Hirt
- i. Dana Kachurchak volunteered to help with the party.
  - ii. We will begin to meet once the fundraiser is complete.
- VII. Old Business
- i. No update
- VIII. New Business
- i. There was a suggestion made by a new to district parent, Amber Sanda, to team parent/student up with new to district parents/children.
  - ii. The first week, we could do a buddy system and match a new student/new parent with an existing student/parent. This would be helpful to the new families to the district.
  - iii. For our next meeting, we will discuss the 8<sup>th</sup> grade DC Trip

A vote was taken to approve the KMS PTO minutes for August 23, 2018.

The vote for the KMS PTO minutes was approved and there were no changes requested on these minutes.

The meeting was adjourned at 11:04 AM.

The meeting minutes were taken by Stacey Jones, Secretary.