

Clarke PTO Meeting Minutes

May 19, 2016 – Clarke Middle School Cafeteria

Attendance: Principal Anna Monaco, Jennifer Velis (Co-President), Alison Arshad (Co-President), Kathleen Lenihan, Heather Tashjian, Jamila Xible, Aneesha Karody, Trish Weisberg, Jane Kennedy, Patricia Holguin, Xiume Carrie Wu, Chitra Sundar, Betsy Wilkinson, Kiruthika Ramakrishnan, Stephanie Mitzenmacher (Secretary)

- Meeting called to order at 8:54 by Jennifer Velis.
- Minutes from April meeting reviewed. Alison Arshad made the motion to approve the minutes. Trish Weisberg seconded the motion and the motion to approve the minutes passed unanimously.
- Principal's Report – Anna Monaco
 - **Parent Survey on the WIN Program:** Overall the survey revealed very positive views about the WIN program with only a few respondents stating it wasn't useful.
 - The survey did bring up concerns by some parents about the amount of homework students are being assigned.
 - Principal Monaco explained that the WIN program is a pilot program and to move forward new/different language would need to be added to teachers' employment contract. This is being presented to teachers soon and will be voted on.
 - **Construction at Clarke:**
 - Work is underway, starting with the locker rooms.
 - Principal Monaco is exploring interim traffic plans for the 2016/17 school year to address possible drop-off and pick-up congestion as a result of the construction.
 - Principal Monaco noted that she would provide ongoing communication to parents about the construction ensuring that everyone was aware of changes that may occur.
 - A parent asked how construction would impact evening events and the principal responded that this would have to be addressed on a case-by-case basis.
 - **The Jungle Book:** 7:30 tickets at the door.
 - **Lexington Public Schools Collaboration with the Lexington Police Department:** Lexington Police Department will be visiting Clarke Middle School on a regular basis as part of community outreach. These visits are meant to be friendly visits to introduce law enforcement as "community helpers." An announcement about this new initiative will be sent out on June 1st.
- Treasurer's Report – Kiruthika Ramakrishnan
 - **Kiruthika provided a review of new income and expenses.**
 - **Review of changes to the proposed 2016/17 budget:**
 - Box tops revenue changes to \$200.
 - Wilson Farms fund raiser increased to \$400.
 - Directory sales increased to \$1200. Paypal fees will therefore also go up.
 - \$1000 added to budget for debt exclusion.
 - Safe routes budget lowered to \$100
 - Green Team budget increased to \$350
 - Speakers budget increased to \$2500.
 - Hospitality increased to \$1300.
 - Principal Monaco suggested that the professional development budget item be lowered from \$3000 to \$2000. Alison Arshad proposed that the \$1000 be moved to the minigrant budget item increasing it to \$6000.
 - The Student Government Association budget was increased to \$600.

Jennifer Velis made a motion to approve the 2016/17 with changes. Kathleen Lenihan 2nd the motion. The motion passed unanimously.

- 2016-2017 PTO Positions – Alison Arshad and Jennifer Velis
 - **Board Positions:** Patricia Holguin (PTO Co-President), Trish Weisberg (Treasurer), Alison Arshad (Community Enrichment), Stephanie Mitzenmacher (Secretary), Lisa O'Brien (Fundraising), Betsy Wilkinson and Xioapeng Gong (VP Volunteering), Heather Tashjian and Carol Colwell (Socials), Cathy Smith (VP of Communications), Kathleen Lenihan and Helen Zhu (VP of Membership). ACT will no longer be a committee role.

A motion was made to approve the new board. Alison Arshad 2nd the motion and all approved.

- Debt Exclusion: The Debt Exclusion to pay for improvement to the middle schools past in April. Many thanks to the co-chairs of the Debt Exclusion committee, Kathleen Linehan and Nicola Rinaldi.
- Other:
 - **Moving On Ceremony:** 7th grade parents are needed to help organize the evening. Planning meeting will be held on Tuesday, May 24.
 - **Site Council** information for the 2016/17 year is forthcoming.
 - **Last Day of School Staff Lunch:** Sign up genius will be sent out soon.
- Upcoming Events and Meetings:
 - Final 2015-2016 PTO meeting - June 9 in evening, time/location TBD
 - **Upcoming PTO Events**
 - June 7 - Voyager Team-sponsored breakfast
 - June 9 - PTO meeting; *time/location TBD*
 - June 17 - 8th grade social (6:30-8:30pm)
 - June 22 - 8th grade Moving On ceremony (7:00pm)
 - June 23 - Last day of school; 1/2 day (11:45am dismissal)

Meeting adjourned at 9:42 am

(Minutes submitted by Stephanie Mitzenmacher, Secretary on 5/21/2016)