



Clough PTO General Board Meeting Minutes
Tuesday September 11, 2018 @ 6:30 pm in Clough Library

1. Welcome - Kelly Lucier, President **start time 6:37**

- **Board introductions**

2. Adoption of Minutes from June 11, 2018 PTO General Meeting

- **Ann King: motion to accept the minutes**

- **Changes for new year: minutes will be posted on website, mailed to attendees from meeting and we will ask someone to accept them online to save time at meetings**

3. Principal's Update - Mrs. Gallagher 6:40

- **weather: follow heat index to determine if outdoor recess**

- **had first fire drill already**

- **Raptor: new sign-in system, swipe license first time and checks CORI, prints out badge, appropriate staff being trained by webinars including Officer Sinko**

- **no holding school entry doors for others, even if you know them, they have to be buzzed in by office**

- **Safety committee: committee that has been in place past 4 years, how we got one way signs, email Mrs. Gallagher anytime with safety concerns**

- **SOAR: positive behavior incentive program, students earning butterflies for positive behavior, Jess Perry wants to come to next meeting to talk**

- **Coffee talks: before school hours, Friday morning coffee talks, Mrs. Gallagher willing to have these with parents**

- **voice meters used throughout school**

4. Guest Speaker: Officer Sinko, Clough Resource Officer 6:55

- **Raptor: great system, good for accountability, helps to know if everyone is out of the building during a drill**

- **Introduction: police officer for 13 years, Navy for 8 years, has 3 children, in grad school now**

- **certified car seat instructor; maybe in Spring holding a car seat check**

- **splits time between Clough and Miscoe**

- **helps with arrival and dismissal at both schools, visits with kids at lunch**

- Member of safety committee (will meet sometime after open house with school staff at 8:30 am and welcomes parents to join), slowly going to implement changes; looking at lock down policies, looking at drop off /pick up policies, Mrs. Gallagher welcomed ideas about pick-up from parents of walkers
- Mrs. Gallagher: thinking about a possible lunch bunch group with Officer Sinko
- certified trainer in ALICE; cinch lock to secure doors
- ? Beth: concerned about doors unlocked after school hours: Mrs. Gallagher said custodians do a sweep of school prior to leaving and lock doors at night and set alarm, Mrs. Gallagher said teachers lock classroom doors, Officer Sinko aware of it and looking into it
- Mrs. Gallagher bought teachers magnetic strips to help them lock doors in a hurry
- school email: ssinko@mursd.org

5. Treasurer's Financial Update - Jason Caruso 7:25

- 2017/2018 year end & spending plans
- All financials on website
- Implementing Quick Books, and getting away from Excel
- **Jason** to reach out to Mrs. Hicks to see what she needs this year

6. Past Events

- Welcome back supplies delivered: green folders for all grades, pre-k & kg welcome bags, agendas for 3rd and 4th grades
- KG Meet and Greet: Complete
- New event: Popsicles in the Park - grades 1 & 2, grades 3 & 4
- New School Gift: Raptor - new visitor sign in system
- Treats for first staff meeting and gift bags for teachers delivered
- Back to School Ice Cream Social at Dairy Queen on 09/06/2018

7. Upcoming Events

- Sept 12-13: Open House - Spirit Wear inventory sale
- Sept 21: Clough Classic at Shining Rock Golf Course: asked for volunteers for day of event, Lyndsay said she'll be there to volunteer, 30 teams so far ... cap out at 32 teams
- Oct 4: Cooks Night Off at Papa Gino's
- Oct 19-26: Fall Book Fair - add vendor fair?
 - Need volunteers for planning. Volunteers for week of will be sent out closer to date; Ann King and Jen Gorham
- Oct 16-17: Picture days- Volunteers Needed
- Volunteers needed- Claytime (hopefully in November, volunteer to be the liasion and get the flyers out) , Urban Air, Scrip
- Communication Database update - Beth Deverix update
- November 3rd, Worcester Railers, hockey, \$20/ticket

8. Spirit Wear Plans

- Kristin G taking over Spirit Wear, 3 sales this year (inventory at open house, , online - oct, December, Spring)
- art contest open to whole school and design on shirt Mrs Gallagher to roll out with Mrs Stone

9. Thank You to our 2018/2019 Committees and Chairs:

- Teacher Appreciation - Monique Dyson and Marina Claro
- Golf Clough Classic - Christine and Erick Brown (chairs); Megan Collins, Stacey Oliva, Kelly Lucier, Jason Caruso (committee)
- KG Meet and Greet - Alanna Bodio and Monique Dyson
- Spirit Wear Coordinators - Kristin Golini and Rylin Whitney
- Cultural Arts Coordinator - Trisha Cudmore
- Fall and Spring Book Fair - Jennifer Gorham, Ann King (chairs); Kelly Lucier, Rylin Whitney
- Field Day - Alanna Bodio and Monique Dyson. Will need additional committee members. Volunteers for the day of the event will be requested closer to the event.
- 4th Grade Celebration - Kristin Golini, Lisa Dubowik, Leila Leyvas
- Family Fun Night - Megan Collins
- Holiday Shop - Jennifer Gorham and Kelly Lucier. Volunteers for the week of the event will be requested closer to the event.
- Staff Bulletin Board - Thuy Hill
- Back to School Kits - Lyndsey Nickerson
- Grant / Donation Researcher - Mandy Brennick, Jennifer Gorham
- Cook's Night Off - Jennifer Santosuosso
- Box Tops Coordinators - Jenna Callahan and Renee Wojdag
- Fundraising Coordinators - Renee Wojdag and Kelly Lomnicki. Will need additional volunteers as events are defined.
- Outdoor Bulletin Board Coordinator - Jennifer Gorham (back-up Rylin and Brad Whitney)

10. General Committee Guidelines

- Open Conversation on recruiting and keeping volunteers
- PTO offered to help teachers with wish list items; Mrs. G said teachers already asked so we can help provide what teachers did not receive
- Christine Quimby suggested we stock teachers with items such as kleenex, clorox, sanitizer in December
- Ann King suggested buying fans for every classroom
- Invite to upcoming meeting for chairs

11. Adjournment end time 7:51