

PTO Council Meeting - January 11, 2016
SHHS Small Auditorium

I. Call to Order - 7 PM

II. Approval of Minutes from 11/5/2015 meeting - motion made, approved without changes

III. Superintendent's Report - Dr. Gregory Hutchings

1. Introduced Keith Langford, coordinator of the new Family & Community Engagement Center
- responsibilities include, but not limited to: a community liaison with distribution of information to families about Shaker Schools and other Shaker community resources, oversee the district's volunteer program, coordinate outreach activities - such as informative lectures

2. Update on HS Principal search

- currently reviewing applications
- link to the timeline and leadership profile developed by search firm Hazard, Young, Attea & Associates (HYA) is on the Shaker web site
- 1st round of interviews expected to start February 16, 2016

3. ESSA, "Every Student Succeeds Act", was signed into law by President Obama in December 2015. Dr. Hutchinson posted a letter to the community on Dec. 14th, 2015 explaining what this legislation entails. A link to this letter can be found on shaker.org

- the district is in the process of forming an advisory committee; this committee will meet approx. 3 times to come up with proposals that will then be presented to the Ohio State Board of Education in February.

- individual members of the committee have not yet been identified, but it will include representatives from the Shaker Hts. Teachers Association (SHTA), administration, Test Mania, Faculty Senate, PTO Council and individual school's PTOs & students; the Assistant Superintendent will be on the committee and all grade levels (elementary, Woodbury, Middle School and High School) will also be represented. They hope to have the committee in place by Friday, January 15th.

IIII. SHTA Report - Matt Zucca, unable to attend

V. President's Reports - Candith McMillan

1. Plans for a Communications Summit to be held early February, date not definite yet
- will cover issues such as change over to a Google School District, social media, communications between school buildings and from teachers to parents and schools to the community.

2. Candith and Missy will be meeting with Keith Langford, coordinator of the Family & Community Engagement Center on January 14th. Will be discussing issues re:volunteers, including involving others such as seniors in our community and parents of past Shaker graduates, etc...

3. Dr. Marla Robinson sending out invites on January 19th for the Calendar Committee for the 2017/2018 school year - members of PTO Council and others will be asked to participate
- under consideration is changing the HS start time

4. The nominating process has started for PTO Council and all building PTO's

VI. Family Engagement & Community Center Report - Keith Langford

- introduced himself, this is his 2nd week at this job. Following "strategic plan"
- excited about the initiation of Google docs and how it will improve communication

1. Link has been added to Shaker Schools web site to Quickens Arena.
 - Shaker families can receive discounts on events and games at Quicken, pass code: Shaker
 - do not receive money back, but will have opportunities to take groups of students to events for free in the future
2. Working on starting new activities for the district, i.e.. summer programs, programs for students with special needs
3. Will be meeting individual with families, has not started this yet

VII. Building PTO Reports

1. Boulevard -

- started 4th grade lunch program "Book Bunch"
- ice skating party to be held in February
- in March will be holding a book fair and cultural event

2. Fernway

- collecting items for the Homeless Stand Down in Cleveland
- Read-A-Thon January 20-27th, raised funds will go towards field trips and other school related activities
- Community pancake breakfast, February 6th

3. Lomond

- representative not present

4. Mercer

- rehearsals have started for their 1st play
- Movie night was held January 8th
- After school enrichment Service Club assembled 150 activity kits for children at Rainbow
- Winter Carnival will be held Feb. 5th
- Mercer Skates to be held Feb. 28th

5. Onaway

- started collection of food items and grocery gift cards, these are then placed in backpacks of those in need as determined by office staff/teachers. The collection effort is public, distribution is private
- student project made blankets for Ronald McDonald House
- Fundraisers: Shutterfly Store Front has been started, Night Out at the Bottle House on Feb. 26th, \$30 per couple
- Hosting a technology round table geared towards elementary parents on Feb. 23rd, will discuss topics such as how becoming a google district will specifically affect younger students, privacy issues, etc... All district parents are welcome.

6. Woodbury

- "Woodbury Creating Change" is hosting a collaborative event making tapas plates. Plates will then be available for purchase at a Community Tapas night on April 28th. A Shaker PTO e-mail went out tonight to all district parents with details and a link to sign-up to make the clay plates (January 13th and 21st), and glaze a plate made by someone else (Feb. 10th, 11th and 18th). Pre-registration is preferred. On April 28th local restaurants will be participating in the event,

where people can gather for food and community fun. All proceeds will go to a charity chosen by the Woodbury students. Specific charities have not been chosen yet.

- collecting items for Cleveland's Homeless Stand Down
- "Project Impact" has started, a green space initiative identifying areas around the school that can be fixed up, re-purposed
- approximately \$4,500 in grant money was awarded to teachers

7. Middle School

- teacher appreciation lunch was held before break, fed 120
- collecting items for Cleveland's Homeless Stand Down
- starting a 2nd round of teacher grants with money that is still left from Rainbow Run (Susan Vodrey mentioned that if e-mail blasts need to go out to just teachers for these sort of things that this can be done thru Constant Contact, contact Susan with questions)
- next coffee with Principal January 15th
- new Design class curriculum this year, will be having a "Design Open House" January 21st at 3:45 PM for parents
- Father Son Shindig on Sunday, Feb. 21st, 2 to 4 PM, for boys and their father or significant male figure; pool and gyms will be open, pizza lunch provided
- DC Trip fundraisers so far have made \$919, Sweet Melissa's night brought in \$294, Dewey's Pizza will donate proceeds on evening of January 25th
- Generosity Dance before break went well
- Barnes-N-Noble event before break, Ms. Quarrels organized, money made to go for gift cards to be used as student incentive gifts

8. High School

- International Families Night at Shaker Historical Society, December 2nd - good turnout, to help those families navigate the HS and community resources
- 2nd principal coffee was Dec. 11th; broad range of topics from drug use, to extra curricular activities, to computer classes, to college questions...
- PTO meeting January 4, 2016 guest speaker was John Rizzo, Shaker's Director of Technology and Media Services, who discussed Shaker's migration to a Google district. Slides of his presentation are on the HS PTO web page.
- HS PTO presidents, Susan Vodrey and Renee Boyle, met with Vic Ferrell, Security Supervisor for the District, on January 5th to ask questions and relay ideas.
- On MLK, January 18th, 10 AM to noon will be a HS families packing party to assemble personal care kits for Cleveland's Homeless Stand Down. Hosted by Community Builders of PTO. A total of \$2800 (84 individual donations) was donated to purchase supplies for these kits.
- Wednesday, January 20th HS PTO sponsoring Your Teen's Magazine College Event at HB, 6:30 to 9 PM. \$10 at the door or Shaker families can attend for free by pre-registering using the code HB2016.
- Friday, January 22 (no school, Professional Day) from 11 am to 3 pm at the HS, PTO hosting "Secrets of Success", a free career readiness day for 10th and 11th graders. Sponsored by Junior Achievement of Greater Cleveland. There will be 9 different professional there who will share information about their career paths. There will be interview and resume tips and food!
- monthly staff appreciation efforts continue. December was a glow stick in teacher's mailboxes, "Thank you for lighting the way for our students."

VIII. VP of Financial Management Report - Elizabeth Roeder

- she is still looking into fundraising options for PTO Council. Options are night out at Gigi's Restaurant and something with Simply Delicious Pies. More info to come.

IX. VP of Outreach - no report

X. VP of Parent Education & Advocacy Report

- Wellness Series event held before break: attendance was light, covered good information
- March 23rd will be hosting a talk by Lisa Damour, PhD on the 7 stages of adolescence. Lisa has a daughter in the Shaker Schools and she is the author of "Untangled: Guiding Teenage Girls Through the Seven Transitions Into Adulthood". Her talk will cover development of both boys and girls.
- there will be a special education meeting on January 21st, speaker Mark Levin

XI. Presentation of PTO Council Slate for next year - see attachment

- slate to be voted on at PTO Council meeting in February
- looking for more representation from the Fernway area if possible
- slate to be posted in all schools newsletters and shaker web site

Dr. Hutchings requested that he would like to receive invitations to all the different events which schools and PTO's are planning. If he receives them enough ahead of time he will definitely try and make as many events as he can.

Business part of the meeting was adjourned at 8 PM.

Guest Speaker: Vic Ferrell - Director of Safety and Security, Shaker Heights School District

- introduced himself, has been with Shaker School's for 20 yrs.
- State of Ohio mandates that each school **building**, not just the district, must have a **Emergency Operations Plan**. This is the new name for what used to be called the Critical Events Manual.
- Emergency Operations Plans for each Shaker school have been updated through a collaborative effort
- Situations covered in each plan include: active shooter, bomb threat, hostage situations, earthquakes, fires, floods, tornadoes, chemical spills and many other emergency situations
- plans include aerial views of each school and surrounding streets
- all school plans are on a State "SAFE web site", so they can be accessed if needed, a passcode is needed for these web sites
- Plans include how to respond when events occur, but more importantly how to prevent events from occurring
- "Say something if you see something" encouraged for all
- Support the Plan - by following police and district announcements and messages during situations
- Encourage families to sign-up for the new texting system, this is for emergencies only (which includes school closings due to weather); prior to the break approx. 800 families had signed up, this is an "opt-in" program, so will require a sustained effort, sign-ups will need to reoccur yearly
- Texting system is only accessible to Shaker School families, however Shaker families can add neighbors or extended family phone #'s into the system
- City Hall essential employees will be receiving emergency texts also
- Audit of student information systems is occurring now; will be able to make updates to our contact information using our own phone/computers. Encourage parents to keep contact information current.

- The City of Shaker has their own Emergency Plan, but there is always direct communication between the schools and the city in any emergency
- Prevention: keep all lines of communication open, deal with issues that involve student violence, bullying, etc...
- City and school sponsored events promote a sense of community, that can help decrease likelihood of emergencies occurring
- There are protocols in place to follow in case of emergencies at school sporting events, field trips, etc...
- Questions re: October threats that took place at the High School - assembly was held for students, new PA system at HS and discussions on how the PA is to be used in situations
- Lock-down drills are now 3 x/year in each building as mandated by the State of Ohio (used to be once a year)
- Question re: having practice drills during lunch periods, which is not usually done; there are protocols in place that give students guidelines where to go if something occurs during class changes, if they are in the bathroom, if they are at a school event or game, etc... Go to closest classroom
- Administration building now has emergency drills also
- Question re: open school buildings after hours, suggested that custodial staff do building sweeps at night and before school starts in AM and that custodial staff also receive special training to deal with emergency situations, as they may often be first responders or notice things first.
- There is no formal ALICE training, although staff is instructed in some ALICE techniques (**A**lert, **L**ockdown, **I**nform, **C**ounter, **E**vacuate)

Meeting adjourned at 8:45 PM.

Respectfully submitted,
Maria Hunter

PTO Council Meeting
January 11, 2016
7:00 - 8:30
SHHS lower cafeteria

Officer Nominations, 2016-17

Co-Presidents

Heather Weingart and Mark Levin

Co-1st Vice Presidents

Mary Wilkinson and Lisa Kimmel

VP Communications

Jen Proe

Calendar Coordinators

Irene Meyerhoefer and Susan Vodrey

Council Webmaster

Directory Coordinator

E-mail Coordinator

Fiona Payne

Newsletter Coordinator

Jen Kuhel

VP Educational Enrichment

Karen Yusko

VP Financial Management

Tony Peebles

Annual Fund

VP Outreach

New Families/New Students

Raider Day

Tour Your Schools Day

Kerri Grimberg

VP Parent Education and Advocacy

Jen Bordeaux and Hannah

Mendelsohn

CommUnity Builders

Roxanne Jaber

Health & Safety

Legislation

Special Education

Special Education Parent Mentor

Holly Palda

Secretary

Sholanda Lewis

Treasurer

Beverly Saylor

Nominating Chair

Missy Sherwin and Candith McMillan