

**Sycamore High School PTO**  
**General Meeting Minutes - DRAFT**  
**Friday, March 9, 2018 - 9am**

**Call to Order** - 9:07am

**Board Members attending:** Suzanne Van Brink, Molly Polasky, Mary Tyler, Elizabeth Bruggeman, Susan Mihlbachler, and Alissa Simms

**Approval of February, 2018 Minutes**

- Minutes from Feb. 9, 2018 were approved as read by Patty Banzhaf

**Principal's Report** - Doug Mader

- **Safety Measures** - in the morning, at all 4 entry points there is an administrator -Officer Payne is always moving around in different locations so you can anticipate where he will be -150 HD cameras in building which students are aware of and used as preventative tools -restrooms are the hotspots for misbehavior -alarms on doors to the outside so if a door is propped open for over 20 seconds an alarm will sound -there will be a disciplinary consequence for students letting others in the building
- **Security** -lock at 7:20am and then open for late arrival seniors for 5 minutes -unlocked again from 2:20-4:30pm -if a meeting is in the calendar then custodians are supposed to key the doors open -eventually this can be programmed to lock and unlock doors -athletes coaches can let students in -training door is unlocked -business director controls it right now but will eventually be Doug Mader -camera is on motion
- **Facility Update** - bid for science wing remodel has been accepted and construction will start before school is out -will begin with second floor -creating a mini hub in the middle -expensive to start in the science wing but current science lab hasn't been touched since 1974, there are plumbing issues, some hoods don't work, things leak, one faucet sprays water everywhere, etc.
- **Synnovation lab** - temporary setting will be the little theater -starting remodel May 9th -will be able to use for certain productions -taking lower seats out and extending the stage into the aisle -the 2 side area seats will be removed and carpeted -the 105 seats in the upper middle will stay -moving speakers and screen up -storage is the biggest issue which is still being figured out -depending on the master facility review, students will live in this space and then help determine what the permanent structure will look like -might be combo of that area and another area
- **National School Walkout** is March 14, 2018 -communication going out on 3/9/2018 by email -administration working with students to keep them safe -we have 6 bright student leaders we are working with -every bell will be shorted 10 minutes -students can choose to stay inside in the gym and meet 17 students they don't know or go outside to participate -non partisan event -no signs allowed -adults will funnel kids to the soccer field from 2 exits -opening remarks, announce victims, and closing remarks -locking down campus -sweep parking lot before event -will not announce what time it will happen -every students will be given the schedule when they arrive -sell orange t-shirts that say ENOUGH -orange is anti gun violence -great collaborative effort -great teachable moment -press will not be allowed -Sycamore will provide footage to the press

### **Faculty/Staff Representative's Report** - Ann Delahnty-Koenig

- **Scheduling** -counseling department has verified schedules with students -starting junior meetings about SAT and ACT plans, college visits, etc. and preparing them for senior year -application process to get their stuff in early
- **Coffee with Counselor** on March 21, 2018 at 9am - HS success plan
- **State Testing/Graduation Requirements meeting** - March 15, 2018 6pm
- **Counselor Newsletter**(3/9/2018) will have a survey to fill out -the first attempt to send out the survey did not work

### **Treasurer's Report** - Susan Mihlbachler

- The Hangar Bookstore(Jill Whaley presented) - made \$10,000 on Pancake Day -safely over budget -flags and banners coming early April in time for graduation -\$29.99 for banners and flags
- Kroger total deposited is \$1750 which is \$550 over budget
- PTO budgeted funds for After Prom and Odd Couples were transferred into their accounts
- Paid more projects from the first cycle
- \$34,492 (this is the correct net income) listed on the Profit & Loss Budget vs. Actual but the Balance Sheet is \$1000 off \$35,492 - Shelia Kidd will help find the problem

### **Vice President's Report** - Mary Tyler

- **Project Requests** -6 projects requests - committee meets with administration to get their input
  1. Joan Schepers - Used Poster Printer for \$400-\$600 but grant amount is conditional on the district agreeing to purchase a new machine -district unlikely to approve purchase of used printer due to unknown costs of supporting it -poster printer at the High School is used quite often
  2. Tami Comerford - Items needed to organize and supplement the PTO storage areas - \$2000
  3. Doug Mader - 2 commercial grade party grills -\$1,400
  4. Jennifer Buelsing - Sensory-friendly learning environment for students on the autism spectrum - \$700
  5. Kat Raket-Ferguson - 2 panel art show display grids - \$1,200
  6. Doug Mader - New Tunnel for graduation and special indoor occasions only - \$2,600
- Motion to approve projects made by Tammy Fales and Carrie Gause
- **Bridge Builders** (Lisa Borchers presented) -will be held April 12, 2018 -paperwork for teacher nominations due 3/16/2018 -forms are available in the office, online, and in the English classrooms -just between student and teacher -the student's writings are not read aloud -food sign ups online
- **Nominations** - work in progress

### **President's Report** - Suzanne Van Den Brink/Molly Polasky

- **Odd Couples** - Saturday, March 10, 2018 -500 scheduled to attend
- **After Prom** - (Tami Comerford presented) -getting donations but need about \$2000 more -ticket price is only \$20 which is why we need donations -how do we get the students' attention to promote during lunch -great food, casino, games, fun night, hypnotist show, hoop performer and fire thrower from the zoo(outside as coming in) -April 29th 12-4am -Aloha Aves(tropical theme)
- **Senior Seed Packets** - Seniors, in English class, are asked to write a letter to a teacher who has made an impact in their life -PTO purchases seed packets which are then stapled to these letters and

delivered to each teacher -teachers plant seeds of knowledge that grow forever -wonderful process to recognize teachers who have made a difference

- **Directory** -talked with DirectorySpot and the High School can pilot for the rest of this school year 2017-18 -the other schools in the district are currently using DirectorySpot -we will give SHS families access for about a week and then only PTO members will continue to have access for the remainder of the trial period -if a directory is not done through the district next year, 2018-19, we will plan to use DirectorySpot
- **Rising Seniors Parent Meeting** - 2018 Senior Class Chairs held a meeting at the end of the school year while students were still Juniors to discuss upcoming Senior Class events and to get a head start on planning over the summer months -the school holds a meeting in August but Class of 2019 is hoping to host a meeting at the end of April 2018 for rising senior parents.
  - Counselor Appreciation Lunch next Friday, March 16, 2018
  - Launch Day -Seniors parents working on now
- **Senior Connections** (Charlie presented)
  - interview project where students interview seniors/grandparents -6 interviews scheduled
  - Sycamore Senior Prom -Senior Citizens in the community join students for an evening of snacks, music, and dancing on May 10th, 2018 5:30-7:30
  - looking for current juniors who are interested in joining the committee for next year (2018-19)
  - current seniors will have to turn in their chromebooks but those going to college will need a new computer and can get used computers from Cincinnati Computer Cooperative -business laptops that can't be resold are donated to CCC -volunteers clean up these computers, put in more memory, and the latest version of Microsoft -computers are then sold for around \$100

#### **Corresponding Secretary Report - Elizabeth Bruggeman**

- **Staff Appreciation** - staff appreciates it -had people signed up who didn't follow through
- **Shed the Excess Threads** -Symmes is currently winning by a lot -challenge ends 3/23/2018

#### **Upcoming Events**

- **Odd Couples** - March 10th @ 6pm
- **Testing and Graduation Requirements Meeting** March 15 @ 6pm
- **Coffee with Counselors** - March 21st @ 9am
- **"Into the Woods"** - April 13, 14, 20, and 21 @ 7pm
- **Master Facility Planning Meetings** - April 24, 2018 and May 1, 2018 from 6:30-8pm at EH Greene -open sessions

**Adjournment:** 10:40am

**Next PTO Meeting is Friday, April 13 @ 9am**