

## McKinley CJA PTO Meeting Minutes

MAY 12, 2025

- **Welcome – 6:30pm**

- PTO officers/members present: Eleanor White, Terri Green, Krista Bohler, Elizabeth Allen, Jessica Schunke, Shannon Bailey, Amelia Garcia
- Admin/Staff present: Dr Polkinghorne
- Total present: ~15

- **Admin Updates**

- Update from McKinley admin – Dr Polkinghorne
  - MS Orientation – August 1<sup>st</sup> 9:00am - 12:30pm
    - All students (new and returning students)
  - HS Orientation – July 29<sup>th</sup> - 31<sup>st</sup> 7:30am - 1:30pm
    - Schedule from District office
    - Parents drop off students
  - Dr. Haymore is preparing the newsletter and will include back to school orientation information!
  - Registration –
    - Parents - please fill out the online registration if you have not done so (form on SIS website)
    - Doing so will create a new account for you, because Tyler SIS will go dark soon and the new system will open, the registration creates that login
    - Also, doing so will secure transportation for next year
    - Mr. Polkinghorne will check about confirmation for parents that their registration is complete
  - Zoom Transportation – all looks good so far and expectations for communication and logistics are high
  - May 14<sup>th</sup> and 15<sup>th</sup> will be the final Band Concert – it will be the final concert for Mr. Dorries, admin has selected a new director for Band and also for Choir
    - Question about if the Band teacher has signed the necessary papers? – Dr P: yes, just need authorization to release name
  - Friday, May 16<sup>th</sup> will be the 8<sup>th</sup> grade field trip at Swing-Around Fun Town
  - May 19<sup>th</sup> - 22<sup>nd</sup> will be ½ days for HS only, MS is full days!
  - May 22<sup>nd</sup> is the last day of school for all students
  - HS Graduation will be held at the Sheldon
  - May 22<sup>nd</sup> is 8<sup>th</sup> grade graduation –
    - Please Note: 3 ticket limit (McKinley siblings do not require a ticket)
    - Students will receive three graduation tickets, to be sent home on Wednesday. Siblings enrolled at McKinley may attend and sit in the balcony area, they will not be able to sit on the main floor without a ticket.
  - MS Yearbooks
    - No date for going home yet, Dr Polkinghorne will confirm date by 5/13 EOD
    - Confirmed: MS Yearbooks have arrived and will be given out on Friday of this week.
  - Staffing
    - Admin can't release names yet, but there will be some changes and they have several good candidates
    - McKinley will have an IIS person on staff next year, they will be responsible for implementing positive behavior and a more robust program
  - Question regarding a 9<sup>th</sup> grade trip for next school year?
    - The trip is not a school or district sanctioned event

- **General Discussion**

- August Welcome Events
  - 6<sup>th</sup> grade – Saturday, August 2<sup>nd</sup>

- Last year the PTO had donuts and juice at TGP, it was well attended with students, parents, admin, and staff members for the incoming 6<sup>th</sup> graders
    - FYI: Small pavilions at TGP are first come/first serve this summer as they are being renovated
  - 9<sup>th</sup> grade – Exploring options as last year had minimal attendance
    - Potentially have a PTO presence at the 3-day HS orientation before school starts
- Teacher Appreciation
  - 4 days of activities were had for the teachers:
    - Breakfast, Pretzels & Lemonade, Office Supply Treats, Snack Day
    - Thank you, Jessica Schunke!
- PTO for 2025-26
  - If you are interested in an open position, or co-chairing a position, please contact [mckinleyptoboard@gmail.com](mailto:mckinleyptoboard@gmail.com)
    - PTO can share the descriptions with parents
  - Positions for 2025-26 school year:
    - President – **OPEN**
      - No nominations
    - Vice President – **OPEN**
      - No nominations
    - Treasurer – **Jonathan Danieley**
      - Vote passed
    - Secretary – **Jessica Schunke**
      - Vote passed
    - Parliamentarian – **OPEN**
      - No nominations
    - 6<sup>th</sup> Grade Rep – **OPEN**
      - No nominations
    - 7<sup>th</sup> Grade Rep – **Amelia Garcia**
      - Co-Chair - OPEN
    - 8<sup>th</sup> Grade Rep – **Shannon Bailey**
      - Co-Chair - OPEN
    - HS Rep – **Heather Jacobs**
      - Co-Chair – **LaChina McCoy**
    - DEIB Chair – **OPEN**
    - Fundraising Chair – **OPEN**
      - Co-Chair - OPEN
    - Teacher Appreciation – **Chandra Manderbach**
      - Co-Chair - OPEN
    - Beautification Chair – **OPEN**
  - Non-Elected
    - Yearbook – Jessica Shatto (2025-26 is her last year at Mck)
      - If someone wants to shadow and review process this year, please contact the PTO
- Current PTO will set a meeting with Mck Admin and new board members
- Mck FB Pages
  - We will keep separate MS and HS FB pages
  - Elenor will be leaving Mck, so there is a need to decide who will be admins/monitoring the FB pages
    - Heather Jacobs offered to admin the HS page
    - Jessica Schunke and Shannon Bailey offered to admin the MS page
  - Encourage 8<sup>th</sup> grade parents to join the HS FB page
- **Budget/Treasurer's Report**
  - Update from Treasurer and Budget info
    - Fundraising goal
      - Goal of \$25K, we raised ~\$19,070
    - Teachers funds/grant requests

- New HS Spanish teacher will be submitting a request for next year
  - Expenses
    - Add'l funds for 8<sup>th</sup> grade EOY – graduation decorations, etc.
      - Elizabeth (8<sup>th</sup> grade rep) will gather totals
      - Utilize Student recognition budget line item for graduation (typically slated for NJHS induction)
    - Field Day (Middle School and High School)
      - PTO sponsored a Kona Ice truck
    - Flowers were purchased for Ms. Neubling's final McKinley concert
      - Band Boosters will give Mr. Dorries a final gift
    - Club Teacher Stipends
      - Purchased by Terri, thank you!
    - Next school year ideas
      - Add HS grade level budget lines
      - Potentially have scholarships for Choir and Band field trips – add a budget line for next year
    - Renew Membership Toolkit subscription
- **Important Dates/Info**
  - Upcoming events:
    - May
      - 5/14 and 5/15 – Spring Band Performance
      - 5/16 – 8<sup>th</sup> grade field trip to Swing-Around Fun Town in Fenton
      - 5/18 – HS Graduation
      - 5/21 – 8<sup>th</sup> grade dance 6-8pm
      - 5/22 – 8<sup>th</sup> grade graduation
      - 5/22 – Last Day of School
    - July
      - 7/29-31 – HS Orientation
        - 7:30am - 1:30pm
        - PTO can send a representative
    - August
      - 8/1 – MS Orientation
        - 9:00am - 12:30pm
        - PTO can send a representative
- **Volunteer Opportunities**
  - 8<sup>th</sup> grade Dance Volunteers
    - Will need parent volunteers, links below:
      - [McKinley 8th grade parents: McKinley 8th grade dance - setup](#)
      - [McKinley 8th grade parents: McKinley 8th grade dance - during dance helpers](#)
      - [McKinley 8th grade parents: McKinley 8th grade dance - strike \(cleanup\)](#)
  - Ongoing:
    - Open PTO positions for 2025-26 school year
      - See above for details
    - Teacher Appreciation donations
      - Monthly meal or event
      - Donate snacks for the Teachers Lounge anytime (bring to the office)
    - Chaperones for field trips and school events:
      - Become an Approved Volunteer!
      - The process is now online: [Nimble \(hirenimble.com\)](http://Nimble(hirenimble.com))
      - Check volunteer status by emailing program director: [Rommel.Jackson@slps.org](mailto:Rommel.Jackson@slps.org)
- **Important Dates and upcoming information**

- McKinley Calendar: <https://www.slps.org/Page/10294#calendar152972/20231009/month>
- District Calendar: [SLPS 2024-25 Student and Family Calendar\\_English.pdf](#)

- **Communication**

- Sign up for Membership Toolkit
  - Membership Toolkit is the site the PTO uses for our school directory
  - [McKinley CJA PTO - Home Page \(membershiptoolkit.com\)](#)
- Join HS or MS Facebook pages, or grade specific pages
  - MS: <https://www.facebook.com/groups/214650668582110/>
  - HS: <https://www.facebook.com/groups/MCLAHSParents/>

- **7:22pm - Meeting Adjourned**

McKinley CJA PTO 2024-25	Starting Balance (7/1/2024)		\$ 21,213.07
INCOME	Fundraising Goal (75%)	Over Budget	YTD Totals
Fund Drive (direct to PTO)	\$ 25,000.00		\$ 19,070.00
Fundraiser			\$ 890.00
Yearbook ads			\$ 2,630.00
Spirit Wear Proceeds			\$ 215.45
Coca-Cola Gives			\$ -
Box Tops/eScrips			\$ 83.00
Interest Earned			\$ -
<b>Total Income</b>	<b>\$ 21,675.00</b>	<b>\$ 1,213.45</b>	<b>\$ 22,888.45</b>
EXPENSES	Budget*	Remaining	YTD Totals
Class of 2022 (8th grade)	\$ 3,500.00	\$ 800.00	\$ 2,700.00
Class of 2023 (7th grade)	\$ 2,000.00	\$ 2,000.00	\$ -
Class of 2024 (6th grade)	\$ 2,000.00	\$ 1,289.78	\$ 710.22
Class of 2024 (12th grade)	\$ -	\$ -	\$ -
Class of 2025 (11th grade)	\$ -	\$ -	\$ -
Class of 2026 (10th grade)	\$ -	\$ -	\$ -
Class of 2027 (9th grade)	\$ -	\$ -	\$ -
Enrichment - All Grades	\$ 1,500.00	\$ (2,082.57)	\$ 3,582.57
Student Recognition	\$ 1,000.00	\$ 1,000.00	\$ -
Teacher appreciation	\$ 1,750.00	\$ 163.66	\$ 1,586.34
Diversity & Inclusion	\$ -	\$ -	\$ -
Beautification	\$ 1,000.00	\$ 1,000.00	\$ -
Yearbooks	\$ 3,500.00	\$ 1,528.75	\$ 1,971.25
Teacher/Classroom grants	\$ 2,000.00	\$ 773.20	\$ 1,226.80
PTO expenses	\$ 725.00	\$ 584.65	\$ 140.35
Club Teacher Stipends	\$ 1,300.00	\$ -	\$ 1,300.00
At Risk Student/Family Support	\$ 1,200.00	\$ 976.36	\$ 223.64
<b>Total Expenses</b>	<b>\$ 21,475.00</b>	<b>\$ 8,033.83</b>	<b>\$ 13,441.17</b>