Clague PTSO
DRAFT | General Meeting Minutes
October 21, 2026

Clague Middle School Parent Teacher Student Organization

PTSO General Membership Meeting

Date: October 21, 2026

Time: 6:00PM EST

Location: In Person at the Clague Media Center and Online via Zoom

Call to Order & Meeting Minutes

- **Call to Order:** Meeting was called to order at 6:05PM by President, Christina Shinsky.
- **Roll Call/Attendance:**
    - Christina Shinsky, President (via Zoom)
    - Ruth Estabrook, Vice President
    - Christy Deneke, Secretary
    - Suki Xu, Treasurer
    - Mrs. Crystal Fluker, Principal
    - Ms. Cheyenne Taylor, Teacher Representative (via Zoom)
    - Erin Barbosa (via Zoom)
    - Erin Bradley (via Zoom)
    - Jamye Gerkhe (via Zoom)
    - Amira (via Zoom)
    - Stephanie (via Zoom)
    - Olivia Yap (via Zoom)
    - Simna Saraswathi Prasannakumari (via Zoom)
    - Trevor Steer (via Zoom)
    - Vance Jordan (via Zoom)

- **Approval of Previous Meeting Minutes:**
    - The minutes from the previous meeting were presented for approval.
    - Motion: Christy Deneke moved to approve the minutes as presented.
    - Second: Christina Shinsky seconded the motion.
    - Result: Motion carried by voice vote.

Fun Night Planning & Volunteer Coordination

Please note that this was bumped up to accommodate our volunteers that might not be able to stay for the duration of the meeting.

- **Admission and Food:**
    - Admission is $5 per student and includes a combo punch card redeemable for one slice of pizza, one bag of chips, and one beverage.
    - Additional food and beverages may be purchased using green tickets.
    - Online admission and combo card sales through Cheddar Up close at noon on Friday, October 23.
    - Admission at the door will be $5, with cash preferred and tap-to-pay available.
- **Volunteer Logistics:**
    - Volunteers should arrive between 4:30 PM and 4:45 PM for orientation and assignments.
    - Volunteers should park in the parking lot rather than the circle drive.
    - Volunteer stations include the gym, movie room, crafts, food service, and other event activities.
    - Approximately seven staff members will assist with student supervision and redirection.
    - Restricted hallways and stairwells will be blocked during the event.
    - Volunteers should remain until their assigned areas have been cleared of students and check out with school administration before leaving.
- **Additional Info:**
    - Costumes are permitted, but face coverings are not allowed.
    - Trick-or-treat activities will begin at approximately 6:40 PM, with volunteers helping direct students toward the exit.
    - Trevor Steer asked about beverage donations and was advised that donations could be dropped off at the school office or brought directly to Fun Night.
    - The PTSO thanked the families and volunteers supporting the event.

- **Review of Previous Minutes**

- Summer Executive Board Meeting minutes were submitted for the record by Christy Deneke, Secretary, and approved as-is by voice vote.

Principal's Update | Crystal Fluker

- **Positive Behavioral Interventions and Supports (PBIS)**
  - The sixth-grade class earned the first grade-level PBIS incentive of the school year and celebrated with an ice cream sundae bar. The administration thanked families for their donations and support of the program.
- **Student Attendance**
  - Administration reported strong attendance, noting that only 12 students were absent that day and that Clague was leading the district and county in attendance rates.
- **School arrival procedures were clarified:**
  - 7:55 AM: Doors open for students participating in breakfast.
  - 8:05 AM: General student entry begins.
  - 8:15 AM: Classes begin.
  - Students experiencing locker issues should report to the main office for assistance.
- **SABERS Student Screening**
  - Administration discussed the upcoming SABERS student screening, scheduled for November 2, 2026.
  - Families were notified of the screening and provided information about opting out.
  - Students will participate unless a parent or guardian opts out.
  - Screening results will be accessible only to designated school personnel, including principals, counselors, and social workers.
  - Families will be contacted directly if results indicate a need for additional follow-up.
  - Administration answered parent questions regarding the screening process and confidentiality.

President's Report | Christina Shinsky

- **Monster Mash Dance-a-Thon**
  - The Monster Mash Dance-a-Thon was identified as the PTSO's primary fundraiser for the 2026–2027 school year.
  - At the time of the meeting, 22 students had registered.
  - Families were encouraged to register students and share individual fundraising pages with relatives, friends, and neighbors.
  - The PTSO intends to concentrate its fundraising efforts into one major annual event, supplemented by dues, donations, and ongoing shopper rewards programs.
  - Funds raised are intended to support PTSO programming and activities throughout the school year while reducing the need for repeated donation requests.
- **Annual Dues, Donations, and Shopper Rewards**
  - Families were reminded that annual PTSO dues and donations may still be submitted.
  - Parents were also encouraged to enroll in or verify their participation in Kroger Community Rewards and Busch's Cash for Education to support Clague Middle School PTSO.
- **School Improvement Steering Committee**
  - A steering committee is being established to bring together PTSO representatives, teachers, and interested parents to identify and prioritize school improvement projects.
  - Potential projects discussed included:
    - Renovation or improvement of the school greenhouse.
    - Development of alternative classroom or instructional spaces.
    - Other building improvements identified by school staff and the community.
    - Additional information and volunteer opportunities will be shared as the committee develops.
  - President Shinsky transferred facilitation of the meeting to Vice President Ruth Estebrook.

Vice President's Report

- **Cougar Wear**
  - Cougar Wear T-shirts are available for purchase through the PTSO website.
  - Orders will be distributed to students through their advisory classrooms.
  - Another ordering opportunity is anticipated in February, potentially including sweatshirts and additional apparel through Underground Printing.
  - Spirit wear is being offered at cost as a community-building initiative rather than a fundraiser.
- **PTSO Website**
  - The PTSO website continues to be updated with current event information, spirit wear ordering, and school resources.
  - Additional website improvements are planned, including expanded news and newsletter content.
- **School Communications**
  - Families who are not receiving Cougar Updates emails were advised to contact the school office for assistance with restoring their email subscriptions.

Winter Giving Program

- Sixteen families have expressed a need for assistance.
- The PTSO has committed $1,700 toward the Winter Giving initiative.
- An Amazon wish list has been created to help coordinate donations.
- Historically, community partners have provided additional support, although contributions from one longstanding partner are expected to be reduced this year.
- Administration emphasized the importance of providing assistance discreetly and respecting the preferences and individual circumstances of recipient families.
- Gift cards from grocery retailers, including Kroger and Busch's, were discussed as a preferred donation option because they allow families flexibility in selecting food, household essentials, and other necessities.

- Recipient information will remain confidential, with school personnel coordinating distribution.

Ongoing Hygiene and Essentials Donations

- A parent suggested establishing an ongoing collection point for hygiene products and other necessities.
- Administration supported the proposal.
- Suggested donation items included:
    - Feminine hygiene products
    - Toothpaste and toothbrushes
    - Other personal hygiene supplies
    - Leggings in a variety of sizes

Treasurer's Report | Suki Xu, Treasurer

September Income

- General Funds: $3,950
- PTSO Thrift Shop: $6,682
- Kroger Community Rewards: $177
- Interest: $159
- Total Reported Income: $10,968

September Expenditures

- Operational expenses: $159
- QuickBooks software: $58
- Teacher appreciation and curriculum night refreshments: $260
- Teacher grant expenditures: $1,034
- Special grant for art supplies: $3,000, including a duplicate transaction expected to be corrected in October

Financial Position

- September Net Income: $8,848
- Bank Balance: $82,278
- Total Equity: $58,327

Eighth Grade Trip Update

Ms. Taylor provided an update on planning and fundraising for the eighth-grade trip to Traverse City.

- **Trip Itinerary:** The trip will continue to Traverse City, with adjustments to the planned itinerary.
    - Day One: Visit to the historic Traverse City Opera House + Boat excursion on Lake Michigan. Students will be divided into groups and rotate between the two activities. Overnight accommodations at Great Wolf Lodge.
    - Day Two: Visit to the Boardman River Nature Center.
- **Participation and Chaperones**
    - Approximately 195 students are expected to participate.
    - Eight staff members will accompany the students.
    - Twelve parent chaperone positions are available, for approximately 20 total chaperones and staff.
    - Chaperone application information is being distributed to families.
- **Trip information packets** are expected to be sent home Monday, November 16, 2026. Packets will include itinerary information, packing recommendations, required permission and medical forms, and student behavior expectations.
- **Fundraising and Student Support**
    - The eighth-grade team continues fundraising to help ensure that all eligible students have the opportunity to participate, regardless of financial circumstances.
    - Upcoming and ongoing fundraising activities include:
        - Pin Your Friend clothespin fundraiser, concluding during the current week.
        - Traveling Tom's hot cocoa and apple cider truck at Winter Blast in December.
        - $5 snack pack surprise bags, with an Amazon gift card included in one bag per grade.
        - An eighth-grade-only Fun Night planned for December.
        - Scholarship needs will continue to be monitored, with additional fundraising providing support as needed.

Next Meeting: Wednesday, November 18, 2026, at 6:00 PM at CMS and via Zoom.

Minutes prepared by Christy Deneke, Clague PTSO Secretary.