Clague PTSO
General Meeting Minutes
September 9, 2026

Clague Middle School Parent Teacher Student Organization

PTSO General Membership Meeting

Date: Wednesday, September 9, 2026

Time: 6:00PM EDT

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

Introductions and Welcome

- **Call to Order:** Meeting was called to order at 6:01PM by President, Christina Shinsky.
- **President's Welcome:** Christina Shinsky outlined the goals for this year and then invited everyone to introduce themselves.
- **Roll Call/Attendance:**
    - Ruth Estabrook, Vice President
    - Christy Deneke, Secretary
    - Suki Xu, Treasurer
    - Mrs. Crystal Fluker, Principal
    - Ms. Cheyenne Taylor, Teacher Representative
    - Jen Steve Swarup
    - Jamie (via Zoom)
    - Liz (via Zoom)
    - Erin Barbosa (via Zoom)
    - Karen (via Zoom)
    - Maran (via Zoom)
- **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

- **New 12-month Office Professional, Vince Yi** has been hired and today was his first day!
    - This is a replacement for Ms. Franklin, who took a role at Huron High School.
    - Vince will be our primary building contact and work closely with PTSO.
- **Staff transitions:**
    - Mr. Ryan Soupal has been named as interim principal at Scarlet Middle School.
    - Ms. Alberta Britton has been named the interim assistant principal for 2026-27 school year at Clague and has committed to staying the full year. She has a long history in Ann Arbor Schools.
    - Interim principal process clarified: the position will be reposted in April/May; if they don't want it permanently, they revert back to Clague.
- **Two classroom vacancies** (long-term substitutes are currently in place):
    - Math (Algebra 2 + Math 8): sub has chemical engineering bachelor's, pursuing certification
    - French: sub speaks French but is not currently a certified teacher.
    - Both positions actively posted
- **Special education wins** this year:
    - Full special ed teacher roster filled
    - Self-contained ASD teacher in place for first time since last year
- **Nixon Road entry has reopened**; no other construction updates

President's Report | Christina Shinsky

- **Communications**
    - Due to the lack of access to previous PTSO accounts, including the Google Drive, Gmail address, chat groups, as well as the old website, we rebuilt our communications from scratch.
    - New Email Address: PTSO.Clague@gmail.com
    - New Website: ClaguePTSO.com - Families can pay dues, view budget, and find volunteer opportunities on the site
    - New Grade Level Chats: WhatsApp groups are active and QR code joining information will be available at Curriculum Night.
    - Newsletter in progress; Principal Fluker offered to send PTSO newsletter on their behalf and link it in her own newsletter. We are unable to distribute a newsletter using the full school's database on our own at this time.

- **Donations**
    - Checks accepted: drop at main office in a labeled envelope marked “PTSO,” or bring to Curriculum Night tomorrow
- **Spirit Wear | Cougar Wear**
    - Spirit wear store open via Underground Printing; closes September 22nd, items delivered by October 8th
    - Old spirit wear vendor (previous PTSO’s) still emailing families; Ms. Taylor to forward an email to PTSO address to help unravel that thread
- **Fundraising Plan**
    - Revenue target: $60,700
        - $20,000 general fund donations
        - $25,000 from fundraisers
        - $4,000 Kroger/Bushes community rewards
        - $3,500 from Bumites (spirit wear)
    - Dues and donations: ~$50 per family; primary revenue driver (~50% of budget)
    - Dance-a-Thon: October 7th (student count day, maximizes attendance)
        - Theme, DJ, giveaways planned; each student gets 30 minutes in gym
        - Online donation platform (similar to elementary fun run model)
        - Last year raised ~$9,000 with minimal budget; this year has dedicated budget
    - Kroger/Bushes community rewards: only 10 families enrolled last year, raised $1,700
        - Goal: dramatically increase enrollment; families can split between schools
    - **Philosophy**: front-load fundraising to reduce one-off asks throughout the year

Budget Overview | Suki Xu, Treasurer

- **Total planned spend:** $59,630 (leaving ~$1,000 balance)
- **Expense categories:**
    - Student enrichment: $9,900 (clubs, school supplies, field trips)
    - Learning space improvements: $5,000
    - Community and culture: $15,350 (grade-level trips, beautification/garden flowers)
    - Other programs (Villager Fund, newspaper): $2,550
    - Teacher enrichment (grants, classroom support): $23,500

    - Administration (dues, subscriptions, insurance): $2,270
    - Minimum expenses: $1,060
- **Summer spend to date:**
    - $1,100 received from Kroger/Bushes
    - $1,499 back-to-school supplies
    - $3,071 garden beautification (flowers)
    - $135 food for first Teacher Day
- Art teacher stopgap: offer $300 now to cover immediate supply needs; revisit after October when her school budget becomes accessible
- **Budget submitted for approval and approved unanimously by voice vote.**

Events

- **Trunk-or-Treat Fall Fun Night: t**entatively October 23rd (not yet published)
    - Requires ~7+ Clague staff to manage ~500 students; cannot run on parent volunteers alone
    - District cannot pay staff for fun night attendance; PTSO can offer stipends
    - $2,500 currently in fall fun night budget line; open to adding staff incentive line item
- **8th grade trip:** $6,000 earmarked, partly covers staff chaperone costs. See further discussion below.
- **Monthly teacher treats:** PTSO reimburses up to ~$150 per month for a family to bring food to the staff lounge (75 staff, ~50 for Curriculum Night)
- **Teacher gift card site:** previous PTSO used a platform where parents donated money and teachers chose their preferred gift card; worth exploring again, possibly paired with Scrip

Volunteering Opportunities

- **Open positions:** grade-level parent reps (6th, 7th, 8th), social events, assembly/student enrichment, hospitality coordinator, volunteer coordinator, fundraising support
- **Treasurer:** Suki leaving after this year; seeking a CPA or certified accountant to shadow Suki and transition into the role
- **Volunteer background check:** required for in-school work; link on PTSO website; renewed annually
    - Those already fingerprinted by the state (e.g., childcare workers) still need to fill out the district form; should clear quickly

- **Student Volunteering:** Student council offered to sort and distribute Curriculum Night flyers by advisory class (~25-28 students each, 32 advisories, ~700 total)

8th Grade Trip Planning

- Buses already reserved for the trip weekend (Memorial Day weekend); contract not yet signed
- Great Wolf Lodge concerns from last year:
    - New leadership at hotel, inflexible check-in (4pm), inadequate food (skimpy breakfast, buffet area closed)
    - Does not work with travel agents; hard to negotiate
- Alternatives under discussion:
    - Zender's (Frankenmuth): newer water park, similar lodging to Great Wolf, more accommodating
    - Cedar Point: stay overnight near Ohio border, day trip to park
    - Boyne Mountain: ropes course, hiking, outdoor activities; no water park
    - Crystal Mountain: outdoor focus, indoor pool only
- Recommended next steps:
    - Skip the Dunes stop to give kids more time at main venue
    - Survey both students and parents on trip preferences and destination ideas
    - Contact Traverse City welcome center for lodging/activity options
    - Reach out to former Great Wolf contact (Danielle/Janelle) via back channel to negotiate
- Jen Steve Swarup & Erin Barbosa to spearhead the 8th Grade trip planning committee.

Discussion of Open Positions:

- Fundraising
- Volunteer Coordinator
- Social Events
- Hospitality
- Beautification
- Assemblies / Enrichment

Volunteers are welcome!

Action Items & Next Steps

- Send PTSO newsletter via Principal Fluker's distribution
    - Newsletter is nearly ready; Fluker offered to send on PTSO's behalf and link in her own newsletter while PTSO builds its own list.
- Forward old spirit wear vendor email to PTSO address (Ms. Taylor)
    - Helps identify who is still contacting families so PTSO can unravel the old vendor relationship.
- Prepare and distribute Curriculum Night flyers via student council
    - Sort into sets of ~25-28 per advisory (32 advisories, ~700 total); student council will handle distribution into teacher mailboxes.
- Negotiate with Great Wolf Lodge on pricing and early check-in (Jen)
    - Leverage 20-year relationship history and $6,000 earmarked budget; back-channel through former contact Danielle/Janelle if possible.
- Survey 8th grade students and parents on trip preferences
    - Separate surveys for students and parents; include Great Wolf, Cedar Point, Zender's, and Boyne as options.
- Approve $300 stopgap art supply order
    - Covers immediate needs until art teacher's school budget opens in October; ask her to prioritize top $300 items.
- Text Principal Fluker to confirm PTSO intro at staff meeting next week (Christy)
    - Brief appearance to introduce PTSO board to staff.

Meeting Adjourned by Christina Shinsky, President.

Next meeting: October 21, 6:00 PM at Clague (in-person + Zoom)