

Henry PTO
General Meeting Agenda
11/10/25 at 7:00pm

I. Call to Order (7:00PM)-Samantha Stirling

II. Roll Call

A. PTO members attending:

1. Board: Samantha Stirling, Angie Phillion, Kari Roehr, Jessica Banner, Michelle Swatske, Christine Eckstein, Alicia Goyal
2. Administration and Staff: Jodi Oliver, Louis Smith, Caroline Ayers, Kristina Kaliyaperumal, Katie O'Connor, Danielle Terranova, Emily Fischer
3. Parents: Lisa Carson, Jacqueline Le, Steven Le, Elena Simcox, Carrie Howell, Pete Stirling, Jose Artiaga, Kathleen Rowan, Katie Kiefer, Rebecca Ichkowsky, Stacie Sontag, Shannon Piatcheck, Erin Naes, Kira Veley, Erin Rightmeyer

III. Principal Update (7:00PM)- [Meeting Slides](#)

- A. *Dr. Oliver went over our school funds and what the budget is this year for our school and what it covers. Our building budget this year is \$61,216, which is 10% less than the previous year (\$73,414) because of the senior tax freeze. This is an average per pupil allocation of \$142/student. On the slides Dr. Oliver shared what some of the things the building budget covers. She also explained what the activity accounts cover.*
- B. *School does not manage PTO money. The PTO is a 501(c)(3). As a nonprofit they are autonomous from the school and have no authority of school spending. Our school also has no authority of PTO money that is spent. Henry administration works in collaboration with PTO to determine school needs and wants. Dr. Oliver shared the list of needs and wants with the group, which can be found here. [List](#)*
- C. *Field Trips. The purpose of field trips is to enrich learning and provide real world experiences. **Teachers** select the field trip destinations that directly support the curriculum grade level standards. At times a field trip is looked into but not chosen for a variety of reasons. For example, this year 2nd grade wanted to plan a field trip to Tower Grove but the park did not have the availability for them to come. The Kindergarten field trip to the pumpkin patch was not planned because the experience in the past did not align with the teacher's goals for the trip. Dr. Oliver also printed the BOE policy on field*

trips and had a copy at each table. A question was asked about why PTO was not supporting field trips if they were “too expensive”. PTO has supported, and will continue to support, grade levels to go on field trips. Teachers are welcome to write PTO grants for field trip funding as needed. One grade level this year already did write a PTO grant that was approved (5th grade). However, neither PTO nor administration choose field trip destinations, the teachers do. Please read the board policy on field trips.

- D. Chaperoning field trips- Parents must complete the yearly Parkway volunteer background check before attending any field trips. This ensures student safety and complies with district policy. Parents and chaperones are not allowed to ride on the bus due to capacity and safety regulations.
- E. Activity Fees- Our Henry activity fee pays for grade Level tshirts, field trips, special events and celebrations, and supplies (such as folders)
- F. Additional funding requests can be made through grant requests to PTO. This partnership between teachers and the PTO ensures that curriculum-enhancing trips remain possible even when venues require higher admission costs or extended travel.
- G. Field trip guidelines & Bus Rates. See slides for information on field trip bussing costs, guidelines for bus operating hours, and the current Parkway School Bus Rates.
- H. If you have other questions about field trips please contact your classroom teacher or the Henry office. Remember, PTO does not make field trip decisions and this is a school level inquiry.

IV. Officer Reports

- A. Presidents- Angie Phillion and Samantha Stirling (7:15 PM)
 - 1. **MSD Missouri Botanical Gardens Grant**-(This is a follow up to the suggestion from Elena Simcox from the September PTO Meeting) PTO has spoken to Parkway regarding the Botanical Gardens Grant for rainscaping. In order for approval to apply for the grant, facilities would need to better understand the goals of the project. Facilities in Parkway cannot approve the project without knowing what it is. These steps will need to be followed in order to apply for the grant:
 - a) A focus group would be made for this project. Please reach out to Dr. Oliver, or email PTO at henrypto@gmail.com, by Dec 1, 2025 if you are interested in being part of this project. The focus group will need to meet with Parkway

facilities and have a clear idea, plan and goals for this project. Facilities would decide if the project can move to the next step.

- b) If Parkway facilities wants to go forward with applying for this grant we would then need a Landscape Architect who would be hired to make a plan for submission. If anyone knows of a landscape architect willing to do this project for free, or knows of a parent who is a landscape architect, please let Dr. Oliver know. Otherwise, the focus group would be in charge of finding the landscape architect.*
- c) Once the plan is made and we have designs, the district would then decide whether or not to approve the prepared plan. The district would be the one maintaining this. If the district does not approve the plan the focus group can decide their next steps.*
- d) If the plan is approved by Parkway Facilities the grant can be applied for through MSD/Botanical Gardens.*

2. Communications Survey Results. *The results from the recent communications survey were shown. [Slides](#). There were 54 responses to the survey.*

- a) A majority of respondents prefer to receive PTO information from Henry Happenings (96%) and flyer sent home on Fridays (61%) About 1/3 (29%-35%) of the respondents get their PTO information from Social Media (Instagram, Facebook and Facebook groups). 29.6% of respondents like the text message reminders. For the future the survey results showed that PTO information included in the Henry Happenings, Text messages, and flyer distribution are respondents' preferred method of PTO communication. Respondents also prefer that PTO information be included in the Henry Happenings.*
- b) Meeting and Speakers. We looked at that response data regarding PTO speakers. Only 15% of responses show that having a speaker encourages members to attend meetings, and 28% prefer to not have a speaker. 57% of parents responded "it depends". Respondents also felt that they were either indifferent to having a speaker in a separate meeting (50%) or would prefer the speaker to be at the same time as a general PTO meeting (32%). More people*

either do not care or do not come to the meetings for that information. They do not want speakers to be separate. PTO is taking this into consideration.

- c) PTO members prefer a mix of virtual or in person meetings (61%) or strictly in person meetings (22%). Only 11% of responders want strictly virtual meetings. We will be looking into a virtual meeting option.*

3. Presented the communication plan, which is an internal document and is helpful for the chair people to head up committees. [Slides](#)

- a) The plan was shared and can be found in the slides. Communication channels, communication calendar overview, messaging guidelines, evaluation & tracking, and the supporting tools and templates were stated in the plan.*

B. Treasurer- Kari Roehr (7:25PM)

1. Starting balance for the school year was \$70,311 and our current balance is \$60,178.

- a) Income to date: Fun Run (\$24,970), Spirit Sales (\$1,846), Trunk or Treat (\$453).*
- b) Expenses: Cafeteria tables (\$25,289), School Grants & Recess bags (\$7,372) Reader in Me books and prizes (\$1,457), School Beautification (\$712)..*

C. Fundraising- Michelle Swatske and Christine Eckstein (7:30PM)

1. FunRun Booster

- a) Fundraising chairs shared more on Booster what the levels of service were for Booster and what is included in each level. For the fall funrun PTO choose the Full Service option. This would allow them to gage the event, how it would run, our school profits, etc. [slides](#)*
- b) Fundraising chairs shared what booster does with the funds they keep. This graph shows what Booster does with the profit that they make from our fundraiser.*
- c) A Sample Breakdown was shared of what profits could be depending on the level of service we choose.*
- d) Booster numbers were then presented. Our estimated profit will be **\$26,583.34**. This would be \$21,359.34 from Booster, and \$5224.00 from corporate matches. Overall, \$39,336.14 in donations were received. The full service option included*

a service fee of \$15,664.46, base cost of \$500, and \$5,874.18 in platform fees. Of the platform fees, all but \$1,812.34 was covered by donors.

(1) 358 students registered through Booster, and 297 of them pledged. Of those pledges, the breakdown was:

- (a) 37% parents*
- (b) 43% other (Grandparents, relatives, family friends, businesses or other)*
- (c) 20% were corporate.*

(2) Donations came from 33 states and 3 countries.

e) Bulldog Dash Survey Results were shared.

(1) 73 people responded.

- (a) 89% of respondents would give a 4 or 5 rating to the success of the fundraiser.*
- (b) 78% of respondents were satisfied with this type of fundraiser,*
- (c) 86% of respondents felt that the funds will be used effectively, 10% were unsure and 4% said no.*
- (d) For future fundraising, 35 respondents would like to use Booster annually, 13 would like to do it for big projects only, 12 have no preference, and 13 did not want to do it again.*
- (e) 88% of respondents felt that the fundraiser communication was a 4 or 5, 96% felt the fundraising goal was clearly communicated, and 79% felt the fundraiser was appropriate and enjoyable for all students.*
- (f) 23% of respondents felt it was important to submit their corporate match, 33% were neutral, and 44% of respondents felt it was not important.*
- (g) 55% of respondents felt the booster program was easy to use to submit a response.*
- (h) 68% of respondents liked doing a fundraiser in the fall, while 25% would like the spring.*
- (i) 39% of respondents prefer experience based fundraising, and the rest of the respondents liked a variety of other options.*

- f) *Charleston Wrap started today. This was secured as a fundraising option a year in advance. Catalogs went home on Friday 11/7 and the fundraiser runs from 11/10 - 11/24.*
- g) *Restaurant nights 11/20 at Rozannas, and 12/10 Papa Johns Valley Park.*

D. Community Events- Jessica Banner (7:35PM)

- 1. *Trunk or Treat, 296 registered, 19 cars, and we made about \$453. We spent \$2,336.34 on candy.*
- 2. *Skateport night is this Wednesday 6-8 pm, only Henry students.*
- 3. *Movie night in December, looking at Zootopia and the date/time will be announced soon.*
- 4. *Game night in January, date/time TBD.*
- 5. *Picnic in May, Elena Simcox is partnering with Jessica Banner to plan. Date and time is TBD. PTO will be advertising the end-of-year picnic because it is a PTO-sponsored event. Questions were asked and that was deferred to the Q&A time.*

E. Communication- Lauren Evans (7:40PM)

- 1. *Website is fully functioning and current. PTO is looking to add a question/feedback form here.*
- 2. *Buzzbook will be updated in the second semester*

V. Additional questions and discussion (7:45PM)

A. *Playdates in the park: Why are they not in the Henry Happenings? (Elena Simcox)*

- 1. *As Dr. Oliver communicated to those questioning why the 2nd grade playdates cannot go into Henry Happenings, Peachjar is what we use for outside groups to advertise events. This is the standard for all advertising that is not affiliated with schools or PTOs.*
- 2. *This is not a PTO sponsored event and came out of the Wait Until 8th group. PTO is not making a stand on Wait Until 8th. In the past PTO had a role where they would plan grade level meetings and get together, but things would get planned for one grade level and not another. This came out of the covid era and was stopped years ago.*

3. *PTO is planning on a family picnic in May, and that will be a PTO event. The board encourages playdates and playing outside but cannot sponsor or plan every event. The board is always open to suggestions for new events to put on the calendar, such as the picnic in the spring.*

B. Lisa Carson questions the survey results and asked if it was intentional that the survey was sent before the fundraiser results were in. No, the survey was not sent out before the fundraiser results were in.

1. *Carrie Howell was more likely to contribute to the fundraiser because of the way it was run and communicated. She felt it was easy to do the corporate match and grandparents were able to donate.*
2. *Katie O'Connor has a child in Rockwood and has done boosterthon for the past 8 years. She stated that her child's school has consistently raised money for their school each year and they love using this fundraiser.*
3. *It was asked how many schools in Parkway are using Booster? PTO is not certain on which parkway schools use Booster, but know of at least 2.*
4. ***No Fundraising decisions have been made for the 25-26 school year and will be up to the fundraising chairs on next year's board.***

C. Elena Simcox asked about the Rainscaping grant. (See above notes for timeline and steps). By December 1st we need to know who is interested and would meet with Parkway facilities and then they could decide if they want to go forward with a project. Jacqueline Le stated she sent PTO an email on September 16th with an outline of some steps and resources for the project. It was asked if she was interested in taking this on and she is not interested in that, but she has ideas for someone else.

-Committee needs to form and we need to get approval from Parkway. Let Dr. Oliver know by December 1st.

-Emily Fischer talked about how difficult it was to install a memorial butterfly garden in the past and the steps it took to make this happen.

-A blurb can go out in the Henry Happenings to see if there is interest in working on this together.

F. Kathleen Rowan had questions about community service. She had sent an email to the board about plans for community service, and the board connected her to the community

service chair Jacqueline Le. Jacqueline states that since Lisa Carson has stepped down as her co-community service chair, and because of communication issues, she no longer wants to lead community service. The secretary confirmed this and that she would like her name taken off this committee.

-Dr. Smith talked about a food drive that we will be doing.

VI. Next general PTO meeting- January 10, 2026 at 7:00pm

VII. Motion to adjourn (8:00PM)