



## Minutes

CLES PTO Meeting  
General Meeting Minutes  
November 14th, 2018  
6:30 p.m  
CLES Cafeteria

April Oliverio welcomed everyone and called the meeting to order at 6:30 p.m.

Board Members Present: Lindsay Newman, April Oliverio, Lauren Surbaugh, Stephanie Satterfield

Attendance: Adrienne Epley, Diane Shaffer, Karin Patterson, Julie Sandolfini, Meighen Lehosit, Micah Weglinski, Stephanie Brown, Stephanie Nagy, Mandy Carpenter, Jill Squires, Leslie Lester, Heidi Sherwin, Maggie Oldenburg, Linda Jackson, Glen Jackson, Carla Williams, Dennis Gallon, Cassie Caplan, Marianna William

Quorum present (11 members required)? YES

Lindsay Newman said that the minutes from the September 12th meeting needed to be approved. Linda Jackson made a motion to approve the minutes. Mandy Carpenter seconded the motion. The meeting minutes from September 12th were approved by unanimous voice vote.

### Principal's Report

**Mr. Gallon**

Mr. Gallon expects audit to happen sometime in December.

Mr. Gallon announced that the Women's Basketball Field Trip will be held on November 15th. Field Trip will be cancelled if school is delayed. Mon County has around 60 buses going to event.

Mr. Gallon said it takes up to 4 minutes to make 600 calls using school messenger. He asked everyone to share with other parents about updating their information.

Mr. Gallon reported there are officially 828 students at Cheat Lake Elementary. Third and Forth grade are fully packed and may be gaining another 3rd grade

classroom next year. He also reported that there is room for one more 4th grade classroom if needed.

Mr. Gallon reported that the Board of Education asked him what he perceives to be the greatest needs for our school 1. Additional Elementary School 2. Number of students that have challenges with mental illness 3. Drug related circumstance 4. Increase in appropriate behaviors with technology.

Mr. Gallon said dismissal is still running smoothly. Nine buses waiting at bell ring, two more buses pick up, car riders pick up, and then the last buses leave at 4:00 p.m.

Mr. Gallon reported that there are several new staff members. Mr. Ware the new Phys Ed teacher is a wonderful guy and students are bonding with him.

Mr. Gallon announced that Field Day has been scheduled for May 24th as of now it is the last day of school. Can not answer any questions about the restrooms in the outside building at this time. Mr. Gallon wants to walk around with the superintendent and address those issues. Games are set and ready to go!

Mr. Gallon announced Holiday program will be split this year. Kindergarten and 1st Grade will have one day and then Fourth and Fifth Grade Choir and Orchestra will have their own day. There are way too many people and the school can not accommodate all of them at the same time.

Mr. Gallon reported that the next Grandparents Breakfast for Last Names M-Z will be on April 5th.

Mr. Gallon finished up his report by thanking the PTO for doing such a wonderful job with Teacher Appreciation.

## Committee Reports

- A. Bake Sale- Julie Sandolfini ([nursejuliern@hotmail.com](mailto:nursejuliern@hotmail.com))
- Julie announced that the Christmas Program will be held two mornings.
  - She said a Sign Up Genius will be created.
  - She also reported that this is a public bake sale and allergy friendly is not necessary.
  - She said that cute packaging is encouraged.
  - She also reported they will have suggested donations on each item.
  - Julie said the janitors will set tables up and also tear down.
  - She also said that the left over items will go to the teachers and staff.

- B. Beautification- Heidi and Michael Sherwin ([heidisherwin11@gmail.com](mailto:heidisherwin11@gmail.com))
- Heidi announced that last Sunday the Nature Trail was cleared out and fixed up in some areas including the stairs.
  - Heidi had the idea of putting a sign up for the Nature Trail. Suggested name was “Dolphin Trail”
  - Heidi said the the Nature Trail connects to a big open area with benches and has a bridge.
- C. Book Fair- Lindsay Newman ([lindsaynewman.cles@gmail.com](mailto:lindsaynewman.cles@gmail.com))
- Lindsay reported that the Wishing Well Drive made more than \$800.00 for All For Books
  - Lindsay will be contacting committee members about a month before the Spring Book Fair.
  - Lindsay said Scholastic books will be sold in the Spring Book Fair.
- D. Box Tops- Mandy Carpenter ([mdrsar@aol.com](mailto:mdrsar@aol.com))
- Mandy reported that in Mid- October there were 8,414 Box Tops
  - Mandy said she held 3 contest and each child won a gift card for bringin in the most boxtops.
  - Mandy announced that there will be a classroom contest held in December.
  - Mandy said Box Tops can come anyway from December until Mid-February
- E. Fundraising- April Oliverio ([apriloliverio.cles@gmail.com](mailto:apriloliverio.cles@gmail.com))
- April announced that the Dunkin Donut Tumbler Fundraiser ends on November 15th.
  - April said in one month 10 people raised 300.00 using script gift cards.
  - April suggested downloading Shoparoo- you scan your receipts and you receive a point for every dollar and it goes toward the school.
  - April recommend that Smile Amazon be promoted for the holidays.
- F. Science Fair-Glen Jackson ([gpjcksn@gmail.com](mailto:gpjcksn@gmail.com))  
Jen Robertson-Honecker ([jen.robertson@mail.wvu.edu](mailto:jen.robertson@mail.wvu.edu))

- Glen announced that the Science Fair was held last Wednesday (Nov.7th).
- Glen reported there were 80-85 students in attendance and 90-100 volunteers.
- Glen announced there were 21 main prizes and that every student received a prize.
- Glen said College of Engineering provided 4,000.00 in prizes and there was an additional 1,500.00 in prizes.
- Glen announced that all the certificates are ready to be signed and handed out.

#### H. Teacher Appreciation- Leslie Lester ([leslielester.cles@gmail.com](mailto:leslielester.cles@gmail.com))

- Leslie and committee made baskets to help teachers and staff dealing with a stressful day, baskets contained hand sanitizer, advil etc...
- Leslie suggested that the committee purchase a Dunkin Donut Tumbler for each Bus Driver. She suggested that she create a sign up genius to help sponsor a mug. 425.00 would be needed for all tumblers. It was then decided that a bus driver could receive more than one tumbler so that idea was tabled for now.
- Leslie said the 1st day of school and both conference nights went well for teacher appreciation.

#### F. The Pantry Plus More- Micah Weglinski ([micahweg@gmail.com](mailto:micahweg@gmail.com))

- Micah said the school pantry is held on Fridays and restocking the pantry is on Monday and Tuesdays.
- Micah said that everyone has access to the pantry if they need it.
- Micah announced that the 2nd Thursday of every month the pantry will have fresh produce.
- Micah thanked the board and parents for setting a great example for Mon County.

G. Tutoring- Karin Patterson ([karin.patterson@comcast.net](mailto:karin.patterson@comcast.net))

- Karin said that scheduling is underway and does not have enough tutors.
- Karin said that tutors require a background check for the first year and people are hesitant about it.
- She encouraged everyone in the room to help tutor.

## Other Business

- ❖ Linda Jackson announced the WCLG Food Drive. Food Drive be held on December 3rd through December 7th. Linda said that the flyer will go home a week before the Food Drive and food will be picked up on December 10th. WCLG is strongly discouraging high sodium, high sugar, and expired foods. Food will also be collected at the Art Show on December 5th. WCLG will host a DJ party for kids that bring in the most items. It was mentioned that one option for prizes would be gift cards to the two students who brought in the most food. It was then decided a classroom competition would be the better option.
- ❖ Lauren Surbaugh said there was a budget increase for field trip buses. Mandy Carpenter made a motion to Vote for the budget increase Glen Jackson 2nd that motion. Lindsay All in Favor Motion Carries.
- ❖ Adrienne Epley suggested that CLES be apart of the Garden Certification Program. She said being outdoors can be really good for kids with ADHD. It would cost 20.00 to get certified. CLES meets the criteria to get certified.

## Adjournment

April Oliverio made a motion to adjourn the meeting. Mandy Carpenter seconded the motion. Meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Stephanie Satterfield, Secretary  
November 28th, 2018