

St. Michael the Archangel Catholic School
PTO Board Meeting Minutes
March 3, 2008

The St. Michael School PTO board met on Monday, March 3, 2008, at 8:15am in the school conference room. PTO President Marylynn Fitzgerald, President-elect Peggy Thompson, Treasurer Louis Prosser, VP of Volunteers Robin Evans, VP of Fundraising Colleen Ueland, VP-elect of Fundraising MaryBeth Brejnik, VP of Social Sheila Schlageter, VP of Education Cheryl Reid, Secretary Laura Usher, and Middle School teacher Tara Schultz were all present.

Update from Marylynn Fitzgerald:

Mrs. Fitzgerald updated the group on ticket sales for the upcoming auction. To date only 168 tickets have been sold compared to over 300 last year. The board brain stormed on how to stimulate last minute ticket sales. Flyers will be delivered to the students at the ECC and will be placed in this Sunday's St. Andrews Church bulletin. Dr. Wannemuehler will announce in her Wednesday letter that the school auction will now be held on an every other year basis. With acceptance letters being mailed out this week, it was suggested that invitations be extended to those parents who will be new to StMS next year. Another suggestion was to send invitations to local businesses that participate in the Angel Bucks program and to the residents of Weatherstone Subdivision. Board members were encouraged to talk up this event to everyone they know. Nomination flyers will be sent out in the Wednesday folder this week and people can begin submitting names on March 5th. Mrs. Fitzgerald asked each board member to seriously talk to two people about running for a position. Since its inception two years ago, the PTO has been a huge success; it is important to have this success continue.

Fundraising Update by Colleen Ueland:

The Jingle Bell Run has officially been included in the Grand Prix of Races for next year. This series of local 5k races is sponsored by Second Empire Restaurant and gives great credibility to our run. The date is set for December 13th, 2008 and will now be professionally timed. Mrs. Ueland reiterated to everyone to encourage their friends to buy tickets for this year's auction. The process of bidding for the school lock-in will be communicated before this portion of the live auction begins. Laura Greleck will operate a board showing the audience the accumulation of bids for the lock-in. Mrs. Ueland will check with Mrs. Lutz about accepting absentee bids for silent auction items.

Education Update from Cheryl Reid:

Mary Ronan will speak at StMS on April 14th and 15th. Mrs. Reid will verify the location of her talk on the evening of the 14th. Jason Curtis has agreed to speak at the May 6th PTO meeting on the topic of how your child can have a well-balanced, positive High School experience that will prepare him or her for college. The members of StMS

Student Government will introduce themselves at the March 12th meeting and will explain their roles as student leaders.

Financial Update by Louis Prosser:

Mr. Prosser presented the PTO financial report that reflects the numbers through January 31, 2008. He highlighted some of the fundraiser events such as original artworks, the Jingle Bell Run and Angel Bucks that have all shown great increases in profit from last year. Approximately \$45,000 has been spent, which is 32% of the total \$141,000 generated last year. This 32% does not include the ~\$21,000 in Capital Building Funds and the ~\$7,000 in Reserves and Endowments. New software has been purchased that is designed specifically for Parent/Teacher organizations and will track our finances and our volunteer network.

Social Update by Sheila Schlageter:

Teacher Appreciation week will be held the week of April 7th, and will encompass some “priceless” items that the teachers will truly appreciate. For example, having parents do lunchroom and recess duties, dress down week for teachers, and car detailing for interested teachers. Maureen Beeler is heading the food committee and is working with volunteers to bring the designated food items for each day of the week, ending with a luncheon on Friday. The budget for this week is ~\$500.

Volunteer Update by Robin Evans:

A vote on mandatory volunteering will be held at the March 12th general PTO meeting. The proposal is to require each family to volunteer for one fund raising event and two other events. Because the new PTO software provides the ability to track the volunteer network, the computer program Mr. and Mrs. Ramos offered to develop will not be needed. An annual subscription fee is required for the software and all board members will have different levels of access to information. Board members will participate in a tutorial of how to operate the software.

The PTO Volunteer Fair will be held on the afternoon of April 3rd and from 9-10am in the gathering space of the church on April 4th prior to First Friday Mass.

Secretary Laura Usher:

The owner of Dinners Ready, a new meal preparation establishment, contacted Mrs. Usher about the PTO including his gift certificates in the cards that are sent to school families when they have experienced a death or sickness. Although Mr. Wilson offered a 10% discount on certificates for this cause, the expense would be too great to provide meals for everyone in these circumstances. We will continue to keep the meal coordination responsibilities with the room parents.

Closing Statements:

Mrs. Fitzgerald reminded board members to arrive early to set up chairs for the March 12th meeting. The agenda for this meeting includes a building update presented by either Peter Heath or Mike Oliver, a Smart Board presentation, and introduction of Student Government members.

The meeting was adjourned at 9:20am.