

St. Michael the Archangel Catholic School
PTO Board Meeting Minutes
Monday, November 5th, 2007

The St. Michael School PTO board met on Monday, November 5th, at 8:15am in the school conference room. School Principal Dr. Sarah Wannemuehler, PTO Board President Marylynn Fitzgerald, President-Elect Peggy Thompson, Treasurer Louis Prosser, VP of Fundraising Colleen Ueland, VP-Elect of Fundraising MaryBeth Brejnik, VP of Education Cheryl Reid, VP-Elect of Volunteers Robin Evans, VP of Social Sheila Schlageter, Secretary Laura Usher, Mrs. Denise Scott, and Mrs. Joann Giannone were all in attendance. Following the morning- prayer and announcements, Mrs. Fitzgerald began the meeting by reciting The Pumpkin Prayer and gave everyone present a copy of this seasonal prayer.

Saint Nicholas Workshop Update by Denise Scott:

Mrs. Scott discussed the details of the St. Nicholas Workshop that will be held on Wednesday and Thursday, December 5th and 6th in the Pastoral Center. Mrs. Scott is working in conjunction with **In His Name Catholic Store** to sell religious items to the students to give as Christmas gifts. There will be an assortment of Christmas items and other religious gifts such as statues, rosaries, medals, and crucifixes and prices will range from under \$5 to \$10. There will be no tax charged on these items and all prices will be an even dollar amount to make it easier for the children to handle the transactions. Maureen Beeler and Robin Evans will work with Mrs. Carlin to schedule the students for their designated shopping time. The younger children will be paired with older students to assist with their shopping. The children will return to their classes and wrap the gifts they have purchased.. Afternoon shopping hours will be open to parents who wish to shop at this event. A flyer will be sent home in an upcoming Wednesday folder to inform parents of the details of the St. Nicholas Workshop. Mrs. Scott will suggest that parents send the money in a Ziploc bag labeled with the name of their child, amount of money sent, and who the child will be buying gifts for. Mrs. Scott will also be selling Advent related items such as calendars, wreaths, and candles during the week following Thanksgiving break. A table will be set up in the hallway by the office for the purpose of this sale. Mrs. Scott also stated she will be donating a portion of the profits from the St. Nicholas Workshop back to StMS. Her goal is to give 10% of the net profits back to the school, and depending on the outcome of the sale, the percentage could be higher.

Spirit Squad Update by Joann Giannone

Mrs. Giannone presented a proposal for a StMS Spirit Squad to the board members. The purpose of the Spirit Squad would be “to rally the school children, parents, and school staff in support of the sports teams.” This would be a way of getting more than just the athletes involved and a way of bringing more spirit to the games. The outline suggested having six squads per year that would coordinate with the following six StMS athletic

teams: girls and boys soccer, girls and boys JV basketball teams and the Shamrock Tournament, girls volleyball and boys baseball. Parent volunteers would be needed to act as Spirit Squad Coordinators and would provide parental supervision at all events. Teachers would be asked to provide more of a motivational role in recruiting students to participate in the squad. With the sales of refreshments during the home games, the spirit squad could be self-funded. Profits could be used to buy spirit ware to be distributed during the games. Mrs. Giannone has received a lot of positive feedback from parents and teachers on the prospect of having an organized Spirit Squad to support our school teams. She will develop a flyer to be sent home to parents, and those interested will meet to determine the scope of the squad. With basketball season fast approaching, the next goal would be recruiting students and parents to initiate the new Spirit Squad.

Update by Treasurer Louis Prosser:

Mr. Prosser presented an outline of the PTO budget numbers as of October 23, 2007. This outline included the breakdown of all 2006-2007 fundraiser events with the profits each event made and the percentage each event contributed to the total net profit. He also showed the proposed changes in allocation percentages for our 2007-2008 budget. These changes include decreasing Fine and Performing Arts and Music from 20% to 15%, increasing Teacher and Administration Support from 10% to 15%, decreasing Library from 5% to 3%, and adding two new categories of Student Activities and PTO Administrative both at 1%. Each of the Budget Areas was further broken down to reflect what has been purchased from the total of **\$141,033.28** available in the PTO budget. From Band Fees and Percussion Instruments to SMART Boards and Field Trip Assistance, **\$22,431.20** has been spent thus far. A vote will be taken at the next general meeting on whether the PTO will earmark 100% of the 2008 School Auction proceeds for the Phase II of the Building Fund.

Fundraising update by Marybeth Brejnik and Colleen Ueland:

Mrs. Brejnik announced the success of the Fall Book Fair with a total of **\$14,700** made in sales. Mrs. Siekkinen was able to use a portion of the profits to buy books through Scholastic and a portion was used to purchase books and materials through the Teacher Resource Catalog. Dr. Wannemuehler complimented Mrs. Brejnik and Mrs. Kelly Garnett on how well organized the book fair was this year and that the teachers really appreciated not losing their scheduled Library times due to the mobile teaching of Mrs. Siekkinen. Mrs. Brejnik has copied some suggestions for next year's chairperson onto a disk which will be kept in the PTO file cabinet. One suggestion she made is to shorten the length of next year's fair by a couple of days.

Mrs. Ueland presented an update on the Jingle Bell Run and the Christmas Tree Sales. The Jingle Bell Run Website is now "live" and participants are able to register on line. The flyer will be going to the printers and will then be distributed throughout the community to draw a bigger crowd for this year's race. Current sponsorship totals amount to **\$7500** and this does not include Snowflake Family Sponsors. Mrs. Ueland suggested board members consider being Snowflake Sponsors and recruit friends to do

the same. The StMS Christmas Tree Pre-Order Forms are available on the website and information regarding the tree sale will be placed in the bulletin for two weekends. Concessions of hot chocolate and baked goods may be available during the tree sale. There will be two weekends scheduled for pick up of pre-ordered trees and a third weekend to sale the remaining trees. Mr. Jim Wood has scheduled volunteers to work the three weekends. Mrs. Ueland presented the board with examples of the auction printouts which include the "An Evening to Build on" 2008 logo. Mary Manley is the new co-chair with Maria Young. Mrs. Manley and Mrs. Young have target dates outlined for everything that needs to take place from now up to the day of the auction. Liz Fenton is working with Ron Ewing on the sponsorship committee for the auction. Mrs. Brejnik suggested creating a mailing list comprised of grandparents and family friends or relatives that would like to be informed of StMS activities and events, such as fundraisers. Mrs. Brejnik will send home a flyer asking school parents if they have someone who would like to receive Dr. Wannemuehler's weekly letters on a monthly basis either by email or in hard copy form.

Education Update by Cheryl Reid:

Detective Matt Pierson will speak for one hour at the General PTO Meeting on November 13th. The meeting's general business will take place first and he will follow at approximately 7:30pm. The board decided to cycle more speakers in before inviting Mr. John Findlater back, possibly in Spring of 2009. Mrs. Mary Ronan will be here the week of April 15th for two days. She is trying to coordinate days with speaking at a church in Chapel Hill, in which case we could split her travel expenses with them. Jason Curtis has agreed to speak at one of our meetings and requests we give him specific topics to address. It was suggested we invite him speak at one of our Brown Bag Lunches and have him gear his talk to Middle School parents and their concerns of having children approaching High School age. Brown Bag Lunches will be held in the Pastoral Care Center and will possibly take place in January and February. Other suggestions for lunch series speakers are Adele San Miguel and Bishop Burbidge.

Social Update by Sheila Schlageter:

The 7th and 8th grade dance was very successful with 96 kids attending and possibly making a profit. If a profit was made, one of the dance co-chairs suggested using that money to make the Spring dance extra special. The 5th and 6th grade Bowling Night took place on the same evening and was also well attending and volunteers for both events stated things went very smoothly. The Family Bingo Night is slated for Saturday, February 2nd. This year's theme is "Underwater Adventure". Pizza will be served in the school's Blue and Gold Room prior to starting the bingo games. A suggestion was made to have a security officer present because other activities will be taking place that evening in the church and the Trinity Center. A security presence would prevent non-school individuals from entering the school or Parish Center during the Bingo Night. We would also need volunteers to safely guide the families from the pizza dinner in the school to the Parish Center. The bingo chairs are contacting different rental companies for smaller tables and possibly benches in order to comfortably seat as many people as possible for

the bingo games. However, they are strictly sticking to a cap on the number of people to avoid overcrowding.

Unfortunately the Fall Social was cancelled due to lack of ticket sales prior to the event. The board discussed several ways of making sure this does not happen again next year. For example, schedule next year's Fall Social at the end of this school year; have theme be around football, with plasma screen televisions showing games, wear favorite team colors, serve wings and beer; check soccer tournament dates for next fall to try and avoid conflicts for many families.

Update by Dr. Sarah Wannemuehler:

Dr. Wannemuehler was very pleased with the percentage of surveys returned to the school as part of our SACS evaluation. In addition to the parents, the students, teachers, and retail businesses, such as Beef O'Brady's, Lowe's Foods, and Kroger, were also given these surveys. These outside evaluations are to show how the community perceives StMS. The SACS visit is scheduled for the last week in April. The Governing Board will meet next Thursday and will be setting tuition for the 2008-2009 school year.

The meeting adjourned at approximately 9:45am.