

**St. Michael the Archangel Catholic School**  
**PTO Board Meeting Minutes**  
**December 13, 2006**

The St. Michael School PTO board met on Wednesday, December 13, 2006, at 1:00 p.m. in the school conference room. School Principal Dr. Sarah Wannemuehler, PTO President Marylynn Fitzgerald, Treasurer Louis Prosser, Secretary Jennifer Butler, VP of Fundraising Colleen Ueland, VP of Social Betsy Nalesnik, VP of Volunteers Maureen Beeler, and VP of Education Luann Wiggenhorn were present. Mrs. Fitzgerald opened the meeting with a prayer.

Minutes

The November 6<sup>th</sup> board meeting minutes and the November 15<sup>th</sup> general meeting minutes were approved.

President

The revised by-laws will be posted on the website by January 11<sup>th</sup>. This will allow school parents an opportunity to review the by-laws before the January 25<sup>th</sup> general meeting, when they will be put to a vote.

The by-laws will identify three new PTO board positions (President-Elect, VP-Elect of Volunteers, and VP-Elect of Fundraising) for the 2007-08 school year. By adding these positions, the board will gain continuity from year to year.

The “Blue Angels” pep squad will be offered as a new club for students in the 5<sup>th</sup> through 8<sup>th</sup> grades. Blue Angels will attend middle school sporting events with t-shirts, pom-poms, and cheers.

This new organization raised discussion among board members about other potential extracurricular activities, such as art club, science club, chess club, magic club, etc. Dr. Wannemuehler mentioned the implementation of the Catholic Jeopardy program, and that a Spanish club, as well as 3<sup>rd</sup> and 5<sup>th</sup> grade book clubs, are currently active. On the new volunteer form to be distributed early in 2007, parents will be able to sign up to help create and lead additional after-school opportunities.

Some parents have asked about how and when new uniform pieces may be added. Dr. Wannemuehler will incorporate additional uniform pieces that are deemed appropriate and functional.

In closing, Mrs. Fitzgerald asked that committee/event evaluation forms be completed, and mentioned that a PTO email address will be created.

## Fundraising

The board discussed the concern of parents that there are too many fundraising events scheduled for this school year. Dr. Wannemuehler believes that parents will become comfortable with the new fundraising paradigm as it becomes more familiar. This year marks a significant change, as this is the first time that a fundraising agenda has been formally adopted by the school. Mrs. Ueland noted that the bingo night and the fall social will be emphasized more as social events next year, rather than fundraisers. It is also hoped that more parents will offer volunteer hours next year as they will have had prior experience with the fundraising programs.

In response to the concern that parent volunteers may be overwhelmed by the demands of numerous fundraising events, a change in the current lunch duty schedule was proposed. Instead of requiring a parent to be present at lunch every day of the week, it was suggested that the teacher/teacher assistants be responsible for their students for four of the week's lunch periods. On those four days, the teacher and assistant will supervise and eat with the children. One day each week the lunch will be supervised by two parent volunteers, without a teacher or assistant present. This system will have parents participating in approximately three lunches each school year, instead of the typical six or seven lunches required in grades 1<sup>st</sup> through 7<sup>th</sup>. While the main impetus for this change comes from a desire to free up parents so that they may be able to focus volunteer time towards fundraising efforts, other advantages were discussed by the board. These include: taking the burden off of working parents who may find it difficult to schedule lunch duty; relieving parents of multiple children who may have lunch duty as frequently as once a week; greater teacher presence and participation during lunch and recess; increased consistency in discipline during lunch and recess. The drawback is that parents will have less access to the classroom, which may hinder their ability to gain a perspective of their child in school and to get to know their child's classmates. It was asked if parents might be able to come in voluntarily to sit with the children during the lunch period, but Dr. Wannemuehler and others disagreed. To help compensate for the loss of time parents will have in contact with their child's class, Dr. Wannemuehler suggested that parents be invited to the quarterly lunches held in the Parish Center. A rotation will need to be worked out to accommodate parents of multiple children. Mrs. Fitzgerald noted that it is through participation in the fundraising and social events throughout the year that parents will have an opportunity to see their child's classmates as part of the larger group.

Other parents' suggestions presented by Mrs. Ueland were Sweet Tomatoes restaurant's school fundraising nights, and having a child ID service come to our school. Mr. Prosser mentioned that the Cary Police will also provide this service. These topics will be discussed further at a future meeting.

The Jingle Bell Run has received great feedback. The bills are being paid, and Mrs. Ueland confirmed that the signs purchased this year will be reused in future races. More

t-shirts will be available in about two weeks. It was suggested that the t-shirt graphic be framed and displayed in the school, to start a collection of archived designs. Angel Bucks co-chairs Lisa Miles and Ellen Dalbo discussed the possibility of the Angels Bucks coordinator becoming a paid position at a previous meeting with Mrs. Ueland and Mrs. Fitzgerald. In general, the board felt that this would not be advisable, primarily because of the precedent that would then be set. While it was acknowledged that Angel Bucks is a very time-consuming and important piece of the fundraising agenda, it is also true that there are a great number of volunteers in the school who contribute countless hours in a variety of capacities. It was suggested that the work behind Angel Bucks be broken into volunteer time slots and that the required number of volunteers be recruited to make the tasks more manageable. Dr. Wannemuehler will give further thought to how Angel Bucks may be structured in the future, along with the issue of financial compensation.

### Social

Mrs. Nalesnik showed the board the paper wristbands that will be ordered for St. Michael School students to wear at off-campus social events.

To encourage parent attendance at the January general PTO meeting, Mrs. Nalesnik suggested that the board have a drawing for a door prize associated with an upcoming special event. As the bingo night will be held in the weeks following the meeting, free bingo cards or free pizza might be a prize. Free auction tickets could also be part of the contest.

### Education

Unfortunately, John Findlater had to cancel his November lecture due to his mother's illness. He is being rescheduled for January or February 2007. Speaker Mary Ronen's presentation is being planned for April 17<sup>th</sup> and 18<sup>th</sup>. Mrs. Wiggenhorn will also request that the bishop speak with our school parents in the spring. The Principal of Cardinal Gibbons High School may also be asked to present about his school and the future of secondary Catholic education in Wake County.

For the January PTO meeting, it was decided that Mrs. Wiggenhorn would contact Sister Ann Heath to invite her to speak about peer and social concerns involving our children at school.

### Volunteers

Mrs. Beeler would like to see better coordination between the VP of Volunteers and the chairpersons. This may be accomplished by consistently publishing volunteer needs on the school website. Due to the success of the online volunteer sign-ups for the Christmas tree sales, Mrs. Beeler will consider using this sign-up system for future events.

Additionally, chairpersons and volunteers need to contact one another to ensure that volunteer opportunities are offered to all those who originally expressed a desire to help.

Treasurer

Mr. Prosser would like to provide information to school parents about the Upromise college savings program, including how that program's benefits can be combined with Angel Bucks purchases. This will be discussed further at our next board meeting.

Mr. Prosser provided a detailed financial statement to the PTO board, which included all monies received and expenses from the fundraisers and Scrips program to date.

Secretary

Mrs. Butler would like an additional title to be included in the by-laws to describe the less obvious duties of the Secretary position. "Family support" and "community care" were suggested. Mrs. Butler would like to develop this role beyond cards and meals, and board members thought that planting flowers/performing yard work for families in need might help develop the school as a supportive community.

This meeting ended with the school announcements at 2:55. The next board meeting was planned for Wednesday, January 17<sup>th</sup>.