

**St. Michael the Archangel Catholic School
Parent Organization Meeting Minutes
September 20, 2006**

The board of the St. Michael School PTO met on Wednesday, September 20, 2006, at 8:00 a.m. in the school conference room. 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. PTO President Marylynn Fitzgerald was unable to attend the meeting, so Mrs. Ueland acted on her behalf. An opening prayer was said with the school's morning announcements.

General

For the first part of the meeting, we were joined by Joanne White, Director of St. Michael's Parish Center. Ms. White was invited to help resolve apparent scheduling conflicts between PTO events and other activities in the Parish Center. Ms. White explained that St. Michael's church has 100 ministries and 15,000 parishioners, and the Parish Center is the only space available for receptions, sporting events, large meetings, etc., so it is in high demand and easily becomes overbooked. It was recommended that the PTO conduct general meetings in the Pastoral Center instead of the Parish Center, as the Pastoral Center is not subject to as many scheduling issues. The availability of the Pastoral Center for the remaining PTO general meeting dates will be confirmed.

According to Ms. White, the PTO does have the Parish Center reserved on October 20th (7th/8th grade dance) and February 9th (family bingo night), in spite of apparent double bookings. With respect to the January 19th Friday Feast, Ms. White will check with the other scheduled party to determine how the Parish Center will be utilized that evening.

Minutes

The board approved the August meeting minutes. Now that the PTO link has been added to the school website, the minutes from the first four board meetings will be posted. The minutes from the September 12th general PTO meeting are complete, so those minutes will be added to the website once they have been approved by the board.

Volunteers

The board welcomed Mrs. Beeler, who was elected as the new VP of Volunteers at the September 12th general PTO meeting. Mrs. Nalesnik, who had been filling this position while it was vacant, handed over all relevant information to Mrs. Beeler.

At the general PTO meeting, several parents offered to chair events and programs that were previously without leadership. Many new volunteer forms were also turned in as a

result of the meeting. Mrs. Beeler will research the feasibility of filling out and submitting volunteer forms online.

Fundraising

The Raleigh Diocese has agreed to the Scrips program having a separate checking account from which to operate. The account has been opened, enabling Angel Bucks to become active school-wide within the next month. All other PTO funds will still have to be managed through the general church account.

Mrs. Ueland detailed the long-term costs and benefits of promoting the Jingle Bell Run as an official 5k event. While the first year of the run is expected to generate little profit, the long-term fundraising potential is great. The board agreed to proceed with the Jingle Bell Run as an official 5k. Mrs. Ueland is reviewing different routes for the run, and hopes to have as many expenses underwritten as possible. The average entry fee will be \$20, with a child rate of \$12. The age group awards are planned to be ornaments, in keeping with the holiday theme.

For the spring auction, Mrs. Ueland asked the board for their help in brainstorming additional underwriting possibilities. The businesses patronized by the school and the church will be invited to become corporate sponsors of the auction. Corporate sponsorship is available from \$500 to \$5,000, and donating businesses will be granted a variety of benefits. For the “fund-a-need” component of the auction, Mrs. Ueland would like to find a way to purchase the Smart Boards at a wholesale or reduced price. The auction ticket price will be \$60 per person, and parents will have the opportunity to sponsor a teacher by buying his/her entrance ticket.

Social

Mrs. Nalesnik noted that the school-wide skating event scheduled for September 28th was cancelled by Jellybeans, due to staffing issues.

The meeting was adjourned at 9:15 a.m. The next board meeting is planned for Wednesday, October 11th, at 9:30 a.m.