

PTO Meeting Minutes

Monday, September 26, 2016

Meeting brought to order 6:35 p.m.

Present: R. Miller, M. Deeth, C. Bowerson, S. Keyes, K. Malkowski, L. Medd

1. Opening prayer
2. Treasurer's report: Michelle Deeth
 - a. No budget yet for 2016-2017
 - b. L. Medd forwarded last couple of years of budget income/expense sheets to M. Deeth.
 - c. Suggestion by R. Miller/K. Malkowski: any school groups wanting budget increase should place request through standardized form to PTO.
 - d. Goal for proposed budget is next PTO meeting.
 - e. M. Deeth will forward last year's budget to R. Miller for reference.
 - f. Staff Christmas gifts: last year each homeroom teacher received an extra \$100 toward their classroom fund. Need to review for this year at next meeting.
 - g. Classroom support: \$350 per homeroom, principle's fund can be reduced to \$500.
3. Scrip report: K. Malkowski
 - a. Current checking balance is \$12,997, before tomorrow's weekly order. Year-end transfers, which should have occurred in June, have not yet taken place. Also, TRP from 1st quarter has not yet been transferred out. Deposit frequency is being ironed out with front office/business office.
 - b. Outstanding amounts to be transferred:
2015-2016 Fiscal Year

PTO: \$6,950.94
School Tuition Rebate Program: \$2,242.41
Guardian Angel Scholarship Fund: \$620.06

1st Quarter 2016-2017
TRP – \$777.64
 - c. TRP recipients have been notified by email regarding their rebate amount. 7 families qualified for TRP during the first quarter.
 - d. Due to current balance in checking, and outstanding amounts due to be transferred, K. Malkowski would like to submit a request to PTO for a \$3,000 loan with which to give us "wiggle room" for larger orders. Approved by executive committee. Will take place at the same time outstanding transfers are completed. K. Malkowski will communicate with parish business office.

e. Profit Comparison (PrestoPay, virtual orders for 1st Quarter of current year)

1 st Quarter 2016-2017		1 st Quarter 2015-2016	
Designation	Amount	Designation	Amount
PTO	\$1,664.63	PTO	\$1,631.66
Tuition Rebate Program	\$777.64	Tuition Rebate Program	\$587.78
Guardian Angel Scholarship	\$31.88	Guardian Angel	\$178.04

f. Profit 2nd Quarter YTD

Designation	Amount
PTO	\$739.11
Tuition Rebate Program	\$431.73
Guardian Angel Scholarship	\$90.00

4. Athletics: R. Miller

- a. Girls basketball season has started. 2 teams this year.
- b. 17 or 18 Pom Pon team members (includes several from Blessed Sacrament).
- c. T. Etienne is requesting funds from Boxtops for Pom team supplies.
- d. Pom team will be in Santa Parade Parade.

5. Principle's Report: L. Medd

- a. 5 new student council officers.
- b. Middle School Student Leadership up and running.
- c. Bishop Cistone visiting for Mass tomorrow.
- d. Enrollment is down from last year: 128 students; first year below 150 students.
- e. Living Rosary is Monday, Oct 3 in the church.
- f. Combined Mass w/Blessed Sacrament at Assumption BVM on November 1.
 - i. Students to be bussed
- g. Room parent meeting Thursday, 9/29.

6. STEM event update: S. Keyes

- a. List of tasks to be sent out by Lori.
- b. Design for glasses has been finalized.
- c. Tickets are in the front office and for sale online.
- d. Non-drinkers encouraged to participate in some other way (volunteering, donation).
- e. R. Miller requests that flyers are posted downtown before this weekend.

Old Business

7. AmazonSmile

- a. R. Miller/L. Medd provided EIN for school.
- b. K. Malkowski needs routing and account number for school account; request placed with L. Medd.

8. School volunteer structure: 35 respondees on new form
 - a. R. Miller suggested that volunteer form be handed out at parent/teacher conferences to involve a higher percentage of families.

9. Mentor family forms
 - a. Only 2 indicated that they want to be mentored.
 - b. Lots of existing families who are willing to mentor others.
 - c. Past mentoring program was not sign-up based; mentor families contacted new families.

10. No teachers present for updates or requests.

11. Upcoming events:
 - a. Shamrock Band playing at Nouvel High School Oct. 14. (cancer awareness; Game to Remember).
 - b. Halloween Carnival will take place this year.
 - c. STEM Event on Nov. 5th.
 - d. December 9th Middle School Dance; elementary movie night? (need volunteer)

12. R. Miller requests that ALL school, parish and faith formation important dates be put onto master calendar. Possibly code for school, athletics, parish, and extracurricular.

13. PTO meetings 2016-2017: Every other month, 3rd Wednesday (in Room 8)
 - a. Wednesday, November 16, 2016, 6:30 p.m.
 - b. Wednesday, January 18, 2017, 6:30 p.m.
 - c. Wednesday, March 15, 2017, 6:30 p.m.
 - d. Wednesday, May 17, 2017, 6:30 p.m.

Adjourned 7:50

Respectfully submitted by K. Malkowski, secretary