

St. Luke Catholic School - PTO Meeting

Present: Heather Allen, Kristin Beam, Kathleen Art, Kelly Wessel, Mary Peterman, Emi Osterhaus, Alyssa Wagner, Liz Held, Kelly Rees, Nan O'Brien, Angela Agricola, Beth Brown, Lori Feldman, Kristin Crisp, Elizabeth Snook, Ashley Hileman, Jen Rotz, Heather Malarney, Laura Deer, Rachel Gallagher, Patricia Cominsky, Lori LeRoy, Whiney Robinson, Jacquelyn Gleaves, Jen Schaefer, Kit O'Neill

Not Present: Mandy Heslin, Bis Feldmann, Ej Whitacre, Katheryne Stapleton, Mary Petruzzi, Amy Waninger, Kim Moriarty, Molly Beckman, Jenny Rohn

Meeting began at 7:10pm in the Parish Library with prayer.

Committee Reports:

Special Activities (Angela Agricola):

- Previous Fab Friday recap: Thank you to entire school for the warm donations to St. Mary's - they were overwhelmed with the donations. Donations was so numerous that they had to be taken in 2 rounds! Students enjoyed popsicles at lunch.
- Upcoming:
 - "Souper" Teachers Lunch: 2/9 - Sign-Up Genius going out to school parents for donations.
 - Mardis Gras Fab Fat Tuesday: 2/13 - Kids may wear Mardi Gras colored shirts with uniform bottoms. Beads will be passed out at lunch. Jazz music to be played at lunch.
- Discussed how to get info out to parents for the special events. NEW: All notices should now be sent to Jen Schaefer who will communicate to the teachers and then, it will get included in the teacher's weekly emails.

Arts & Enrichment (Mary Peterman):

- After School Enrichment (ASE) started January 29th. Registration was smooth but the first week has been rough including an instructor not showing for ASE. Participation stands at 197 slotted students (may count students multiple times if they are registered for more than one class).
- Discussion followed how to improve the ASE flow after school and ensure children get to their proper areas. Suggestions included:

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- Confirmation Emails to parents (ongoing)
- Teacher reports (ongoing)
- Other schools pay a stipend to teachers to look over ASE - or are expected to fulfill "ASE duties" in their contract.
- Tagging backpacks with ASE class name and dates
- Having ASE students dismissed from school 5 minutes early and gathering in one location (gym) and having instructors pick them up from that point.
- In-School Enrichment (Liz Held):
 - Kamilla Benko, St. Luke Catholic School and Bishop Chatard High School alumna! Her first book, THE UNICORN QUEST was just published. She will be speaking to students in grades 3, 4, 5, 6 on February 7th. Discounted books may be purchased thru Mrs. Burns, school librarian.
 - The Arts and Enrichment Committee will host a Young Author's Book Walk Celebration the week of May 7-11 to be held during the school day.
 - Students, faculty and staff may browse the books displayed throughout the school hallways. Parents, family members, neighbors and other dignitaries may join us on Thursday, May 10 to browse the Young Author's books from 2:00 to 4:30 and enjoy the spring book fair in the library from 2:00 to 4:30 sponsored by Kids Ink.
 - The celebration will showcase a wide variety of writings throughout all grade levels and curricular areas. Classroom books, individual books, and writing samples from the year will be set up on a table outside each classroom door. PTO will help with the displays. Each child is expected to have at least one writing piece, book, and other written projects displayed for the entire celebration week.

Membership (Rachel Gallagher): Nothing to report.

- Q: When will the new member drive start? What is the best way to solicit new members? Is there a Min/Max for PTO Board?

Fundraising (Kelly Wessel):

- January Dine to Donate taking place on 1/30 at the Nook by Northside and the Northside Social.
- Stay tuned for details for February
- December brought in \$500 from donations from the Fire by the Monon - thank you!! So far, Dine to Donate collections totally over \$1600. Awesome response!
- Discussed fundraiser options for next year: continue trash bag sales, Dine to Donate, other ideas discussed include: Sponsoring Trivia Night or hosting our own Bingo night, a used uniform swap, selling poinsettias @ Christmas, Mother/Son or Father/Daughter dance or movie night. Final options need to be turned in to church commission for approval in February.

Spirit Wear/Gym Clothes (Heather Malarney):

- Gym clothes opening for LAST time this year on Friday, 2/2
- Volleyball spirit wear will be delivered next week
- Questions: Could we keep spirit wear open online all year? A: Possibly, when we buy in bulk, we can obtain better pricing. If clothes bought outside of the selling dates may be double and would need to pay for shipping directly to home.
- Question: Could we have a spirit wear shop at school?

Finance (Kathleen Art):

- Financial overview: Thanks to committee members like Katheryne Stapleton who has done a great job working within or below budget on her special events, lower buzz book costs, addition of Dine to Donate fundraising, increased participating dues families, we are \$8000-net over fundraising budget for the year, helping PTO to get back on track towards a balanced budget.

Grants (Heather Allen): 3 grants were tabled last month due to lack of quorum to vote. Those 3 grants were re-presented for review:

- Moby Max (1s Grade) - request taking from pilot to full one year commitment. Costs \$200/class. Moby Max is an assessment tool used for math and reading and would help teachers reach kids at their current levels. Last month, the question was asked how this would be paid going forward and we have confirmation that it is being added to school budget for next year. This amount will pay to continue this year. Question was asked if parents want to access beyond 1st grade, is that possible?
 - Motion: Heather Malarney; Seconded: Angela Agricola Motion unanimously APPROVED.
- Headphones, Mrs. Kelly's class (1st grade); \$420 for 24 Flex headphones. Other first grade classes were donated these headphones to their classes from their wish list. Mrs. Kelly self-purchased for her homeroom and is asking for reimbursement. The headphones can be cleaned and re-used each year. The headphones allow for proper fit and controls volume and each are kept in plastic bags for the students so it controls lice transfer.
 - Motion: Heather Malarney; Seconded: Angela Agricola Motion unanimously APPROVED.
- Books on CD, Mrs. Littrell (1st grade): \$718 - 2 Disc set of 16 costs \$369 each. Allows for reading levels from Pre-K - 3rd grade. Can be used with headphones.

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Board discussed other options suchh as Epic, Amazon or Apple resources that would be an on-line subscription (possibly no fee) which wouldn't be subject to breakage, scratching or loss. Board tabled grant and Exec will ask Mrs. Littrell to investigate those options.

School Notes: (Jen Schaefer)

- Thank you again for the Christmas teacher luncheon and the Souper Bowl lunch coming up! These are favorite events that teachers look forward to each year!
- This Friday, Thank you for the ice cream donation for grade level who raises most amount of money for the Tatum's Bags of Fun (Catholic Schools Week). If total reaches \$4000, Mrs. Kissel will allow teachers to build an ice cream sundae on her head!
- Kindergarten Screening is going on. First session had to be cancelled due to snow. Kindergarten application are up compared to same time last year which is great!
- Trivia Night coming up 2/9. Contact Jen Schaefer or Mike Mayer if you want to be a sponsor or table captain. Funds raised at Trivia Night will replace much needed middle school lockers and outdoor bleachers.

Next Steps: Next meeting: Tuesday, February 27, 2018 7:00pm

Meeting adjourned @ 8:25pm.