

## MEETING AGENDA AND MINUTES

**Meeting Title:** February 2018 PTO Meeting

<b>Meeting Date:</b>	2/13/2018	<b>Start time:</b>	7:00 pm	<b>End Time:</b>	8:15pm
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<b>Location:</b>	Library
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**INVITEES/ATTENDEES (“Y” = in attendance, “N” = unable to attend)**

N - Dave Bogle (Principal)	Y - Michael Taylor (P)	N - Liberty Malenich (1st VP)
Y - Amy Schrimpf (2nd VP)	Y - Nicole Chapman (T)	Y - Susie Litke (S, 2)
N - Debbie Stewart (Bookkeeper)	Y - Jennifer Marzluff (Teacher)	N - Teresa Sarmiento (Teacher)
Y - Kim Bigelow (3 y.o.)	N - Anna Keirn (4 y.o.)	Y - Erin Ketch Thuente (TK)
N - Becky Mueller (K)	N - Amy Burger (1)	Y - Liz Fink (1)
Y - Cydney Harkness (2)	Y - Kristen Lasley (3)	Y - Erin Ketch Thuente (4)
N - Martha Lombard (5)	Y - Kathy Taylor (6)	N - Heather Finlayson (7)
N - Jamie Geiger (7)	N - Kristen Rider (8)	Y - Kathy Taylor (8)

<b>Leader:</b>	Michael Taylor	<b>Scribe:</b>	Susie Litke
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### AGENDA

1. Opening Prayer
2. Budget Review
3. STEM Committee Update
4. Mother-Son Dance
5. Fish 'n Chips
  - Silent Auction
  - Art Projects
  - Volunteer Sign Up
  - Ticket Sales
  - Dewey's Pizza Lunch
  - Promotion Ideas
6. New Business

<b>MEETING NOTES:</b>
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1. Opening Prayer - Michael Taylor

2. Budget Review - Nicole Chapman

- Since the last meeting, revenues total \$4,011.
  - PTO fees, and Spirit Store income make up most of that total.
- There have been two major expenses.
  - Field trips totaled around \$1,100, and the teachers appreciation for Catholic Schools Week cost about \$1,500.
    - The teacher rep in attendance stated how much the staff enjoyed the provided shirts.
- Fish 'n Chips green donation envelopes have brought in \$3,696 so far.
  - The envelopes continue to trickle in.
  - The money has been donated by 80 families.
- The liquor license for Fish 'n Chips has been paid, and cost \$150.
- Many more expenses are expected to come as Fish 'n Chips gets closer.

3. STEM Committee Update - Kim Bigelow

- The committee recently met, and 2 teacher reps were present.
  - Mrs. Krumholz and Mrs. Carlson are the teacher representatives.
  - It was determined that assemblies are not the best use of funds.
  - The committee would like to see STEM kits for each grade level.
    - UD has tubs where all items are in 1 box.
    - Teachers would be asked to prepare a topical list, and identify four topics they would like to address.
    - Kits for each grade are more desirable than a STEM cart, because anyone could grab the cart, and items may not be returned to their proper area.
    - Storage is a potential problem, but there is a closet storing broken chairs and desks, which may be a possibility once it is cleaned.
    - Kits would be for students from Kindergarten through 8th grade.
    - It would cost approximately \$4500 for kit development.
      - Some items would need to be replaced each year.
  - An officer asked if there was also a budget for non-kit STEM items.
    - The committee would like to have STEM books, both fiction and non-fiction, purchased.
      - The cost for 33 new books would be about \$1000.
    - Science Olympiad is up and running, and is comprised of 13-15 students.
      - They are currently using supplies from Alter's stockpile.
      - The committee would like to have 2 teams and be able to enter more competitions next year.

- They would like funding for supplies, fees, and especially a color printer.
  - It was pointed out that PTO has asked clubs to be self-sustaining after funding the initial start up.
- There are also some options that do not cost any money.
  - The committee has discussed a career speaker series.
  - They would like to create a master resource list so teachers know whom to contact for various topics.
  - The committee has offered to help with math and science night.
  - There used to be an inventors series in Oakwood years ago, but it fell by the wayside.
    - They will explore whether this can be restarted.
- An attendee asked if the committee does not want any assemblies at all.
  - The 4th and 5th grades recently saw Mr. C.
  - The committee feels that they should get more bang for their buck, and assemblies are a “one and done,” while the kits are more sustainable.
- A grade rep asked if the committee has considered piloting the STEM kits before purchasing for all grades.
  - This is an option, and kits may be able to be borrowed from UD to do so.
  - Someone made the comment that they really liked the idea of the kits going to every grade so that all students can benefit from the money raised for STEM.
- It was suggested that an example of the kits, possibly from UD, be on display during the book fair, Literacy Night, and Fish ‘n Chips so people can see what their money is going toward.

#### 4. Mother-Son Dance - Susie Litke

- The mother son dance is scheduled for March 24th, which is the Saturday of the weekend following Fish ‘n Chips.
- The sign up link to help with the dance was included in the most recent Charger Chatter.
- Volunteers, moms and dads, are needed for the dance.
- Reps were asked to be sure to include the link in their parent notes.
- The sign up link is: <http://signup.com/go/kfBQztP>

#### 5. Fish n’ Chips - Michael Taylor

- Warped Wing has agreed to be the craft beer sponsor this year.
  - Cans will be available in the beer cart and the entertainment tent.
- Maggie Moo’s dessert sponsorship is almost finalized.
- Full Throttle will be the live band performing in the entertainment tent.
- A karaoke challenge will take place in the tent during family dining.
- The outside tent is a go!
  - A 25 foot covered walkway will lead to the 40x60 foot tent in the back parking lot.
- Carryout this year will be outside.
  - This should help with the flow of those eating inside.

- There will be a kids pizza option until 6:30 p.m.
- Silent Auction
  - Items have started coming in, but many will come in over the next few weeks.
  - The committee may need help making artistic signs to promote certain items.
    - A rep indicated that she might be willing to help with these.
  - Raffle items have been decided, including the tuition credit, a \$500 Visa gift card, and an iRobot Roomba.
  - A rep asked if there would be online bidding at the event.
    - There will likely not be online bidding for the whole silent auction this year, but there may be online bidding for the art projects.
- Art Projects
  - All but one teacher has responded regarding the art projects.
  - A rep asked if Kathy could help with the Cricut for the 1st grade project.
    - Kathy agreed, and said she is always willing to help.
  - It was asked how St. Charles can increase interest from preschool parents.
    - Some parents may not plan to send their children to St. Charles after Kindergarten, so may not be fully invested.
    - It was suggested that each family in the preschool classrooms have a number so they can start bidding on the projects early. Bidding could continue the night of the event, with the highest bid from during the week becoming the starting bid.
  - Kathy, reps or teachers can take pictures of the final projects and distribute them to parents to encourage bidding.
- Volunteer Sign up
  - The sign up link for Fish 'n Chips is now live.
  - Reps were asked to include the link in their parent notes The link is: <https://signup.com/client/invitation2/secure/1390831/false#/invitation>
  - Many volunteers are needed, and they do NOT need to be VIRTUS trained.
- Ticket Sales
  - Tickets for Fish 'n Chips have been mailed.
  - Each family is asked to sell or buy 4 tickets for the event.
  - Kids under 6 do not need a ticket.
  - Michael will ask Fr. Dan about selling tickets after all masses.
  - Tickets will also be sold at school during pickup. Dates will be determined.
- Dewey's Pizza Lunch
  - Letters about the pizza lunch will go out later this week, or early next week.
  - A free large pizza coupon will be given to every student who signs up for the lunch with their teacher.
  - There will be an alternative, likely from Panera, for those with allergies.
  - A drink is provided along with the pizza, and students may also be out of uniform that day.
  - Reps and/or home room parents may also choose to supply additional items such as fruit, veggies or dessert.
- Promotion Ideas

- It was shared that St. Albert's is also having an event the night of the 16th.
- St. Charles families are encouraged to promote Fish 'n Chips as much as possible.
  - The event can be liked and shared on Facebook.
  - Posters will be available in the office, and yard signs can also be displayed.
    - Yard signs must be in the property owner's yard, and not between the road and the sidewalk.
    - Posters should go up about March 1st.
    - A rep suggested putting a poster in Dorothy Lane's event area.
  - Warped Wing will also be promoting the event.

#### 6. New Business

- A rep had 2 issues for discussion.
  - Firstly, she noted that her kids have come home from school talking about how reckless kids are being on the witch's hat on the playground equipment.
    - It is mainly boys, but other kids are being knocked down, and kids are getting hurt.
    - The rep is going to talk to Mr. Bogle about this matter.
  - Secondly, she wondered if it might be advantageous to invest in a swinging arm to take the place of the cones and "Do Not Enter" sign currently used at pickup and drop off.
    - She priced the arm out, and the cost is around \$1500.
    - It was asked if something like this might fall under the Capital Improvement umbrella of the parish.

The next PTO meeting is scheduled for April 11, 2018, at 7:00 pm in the school library.

## **Sign in Sheet**

1. Erin Ketch
2. Kathy Taylor
3. Michael Talor
4. Kristen Lasley
5. Kim Bigelow
6. Cydney Harkness
7. Amy Schrimpf
8. Nicole Chapman
9. Jennifer Marzluff
10. Susie Litke
11. Liz Fink