

## FRIDAY, DECEMBER 16, 2016 - PTO MEETING MINUTES

### **CALL TO ORDER**

The meeting was called to order at 2:05 pm with a prayer and special moment of thanksgiving, to all who give their time, talent and treasure to the PTO, by Chairperson Nicole Milo. There were 11 members present, including 5 officers.

### **APPROVAL OF MINUTES, Kristen Hamill.**

- The minutes were approved with no changes.

### **CHAIRPERSON REPORT, Nicole Milo.**

- Deferred to the New/Old Business section.

### **CO-CHAIR REPORT, Jamie Merrion.**

- Event templates should have been received by all Chairs and are due by the February PTO meeting.

### **TREASURER REPORT, Theresa Mayer.**

- Mrs. Mayer went through the budget line by line.

### **SECRETARY REPORT, Mrs. Hamill.**

- Nothing to report.

### **PRINCIPAL REPORT, Mrs. Shadel.**

- The food drive was a success with over 820 lbs. delivered to FISH.
- 7<sup>th</sup> graders enjoyed going to see the "Christmas Carol" and are very grateful to the PTO for sponsoring this event and the transportation to and from the event.
- Nativity Nights was sponsored by SAC and NOOL school; wonderful turnout.
- Santa Shop was a lot of fun; almost nothing left at the end! Remaining items donated to toy drive. Thanks to all for donations to Toy Drive.
- St. Nick Day was fun; thanks to all who helped.
- Reconciliation for grades 3-8 was a success on Dec 9<sup>th</sup> with all kids getting through in under two hours. Seven priests were present.
- 8<sup>th</sup> grade speech meet a success including one student who earned a trophy.
- Former student Joe Grady will be ordained on December 27<sup>th</sup>, and his first Mass will be at NOOL on Dec. 28<sup>th</sup>!!! All are welcome.
- Report cards will go online January 11<sup>th</sup>.
- Catholic Schools Week is coming up; will offer tours not only for perspective families but for current families who may not have had a chance to see the school in action and full of kids!

### **TEACHER REPORT, Mrs. Maes and Mrs. Woods**

- Thank you for Saint Nick's Day; kids loved it.
- Thanks to the Mystic Monk coffee committee for putting some coffee in the teachers' lounge!
- Parents are encouraged to please check the grades and missing assignments section on FastDirect as the quarter is almost over.

### **PARISH REPRESENTATIVE REPORT, Ilene DuBey.**

- Please check the bulletin and website for the Mass times over Christmas Weekend.
- NOOL's sister school in Uganda is very much in need of help to continue thriving. Please consider buying a ticket for the raffle that is being offered. Details on the website or contact Ilene. Our goal is to raise \$100,000/year for 5 years for the school.

- The Gala is February 25<sup>th</sup>. Mark your calendars! A Facebook page has been set up for the Gala. Please like it and share it! Save the Date cards went out.

### **COMMITTEE REPORTS**

#### **Broomfield Days Parade, Melissa Logan and Lois Sheahan**

- Nothing to report.

#### **Mystic Monk Coffee, Bryanna Spafford and Todd Mullen.**

- Still working on an affiliate link for reorders.
- The Mystic Monk committee will be meeting with the PTO Executive committee prior to next month's PTO meeting to determine when the next coffee sale will take place.

#### **Food for Funds, Kim Nolan, Kirsten Gromko, Kirsten Bennett, and Deb Federspiel.**

- Thanks to all who have participated.
- Please keep supporting the school through Smile.Amazon.com this holiday shopping season.

#### **Health Screening, Jen Pulliam.**

- Nothing to report.

#### **Helping Hands, Denise Schellinger.**

- Nothing to report.

#### **Historian, Kathy Shadel.**

- Nothing to report.

#### **Hospitality, Colleen Ruffolo.**

- Getting ready for Catholic Schools Week and NJHS.

#### **Kids Appreciation Day, Wilma Fuller and Shannon Spinuzzi.**

- Theme will be "Wipe Out."
- Have confirmed vendors of the inflatables.
- The event will take place on May 8<sup>th</sup>.
- Chick Fil A chicken nuggets to be provided along with chips and watermelon.
- Will be meeting with Mrs. Shadel to confirm liability issues.

#### **Muffins/Doughnuts, Jen Flaherty, Jeff Beaton.**

- Nothing to report.

#### **Newcomers, Beth Maciolek and Theresa Mayer.**

- Nothing to report.

#### **Race For Education (RFE), Tracy Stonehocker and Brenda Smolky.**

- Will begin to meet again in January to prepare for next year's event.

#### **Room Parents, Karen Michalski**

- Christmas parties are around the corner!

#### **Santa Shop, Andrea Stephens.**

- A report will be given next month.

#### **Teacher Birthdays, Shannon Spinuzzi.**

- Nothing to report.

#### **Uniforms, Michelle Carr.**

- BOGO sale was a success earning almost \$200.

#### **Teacher Appreciation, Andrea Aquino and Anne Gray.**

- Nothing to report.

## **OLD BUSINESS**

- A redlined copy of the PTO by-laws was provided to all present at the meeting; please contact Mrs. O'Connell for a copy. The by-laws have been updated to reflect current committees and name changes; any comments or suggestions regarding the changes should be submitted to Mrs. O'Connell via email. The changes will be voted in at the January meeting.
- Succession planning is a very important part of the PTO and ensures a strong and successful transfer from year to year. Nominations will be accepted until February and voting will occur in March. Assistance and training will be provided by the current chairs to the new "step-up" chairs. Please note that self-nominating is allowed and encouraged!
- The following positions will be vacated at the end of the school year and are available for nominations:
  - Hospitality Committee Chair
  - PTO Vice Chair
  - PTO Treasurer
  - Teachers' Birthday Committee Chair

## **NEW BUSINESS:**

- Mrs. D has requested \$500 to cover breakfast, lunch, and kids snacks for the spelling bee that will be hosted by NOOL School on January 28<sup>th</sup>. The cost will also cover goodie bags and ribbons for the participants/winners.
  - PTO Treasurer Mrs. Meyer indicated that these funds were available through a co-curricular and hospitality line item in the budget.
  - Mrs. Shadel indicated that NOOL would pay upfront for the costs and could be partially reimbursed by the archdiocese.
  - The request was moved to a vote and was approved with all present in favor and none opposed.
  - It was noted by Mrs. Milo and Mrs. Meyer that should we host again in the future a line item should be added to the budget specifically for the cost of this event.

## **MEETING ADJOURNMENT**

The meeting concluded at 3:02 PM. The next meeting is **January 20, 2017 at 2 pm**