

PTO MEETING MINUTES - FRIDAY, AUGUST 26, 2016

CALL TO ORDER

The meeting was called to order at 2 p.m. with a prayer by Nicole Milo. There were 18 members present, including 4 officers.

APPROVAL OF MINUTES, Nicole.

Nothing to report or approve.

CHAIRPERSON REPORT, Nicole.

- Kristen Hamill was voted in and approved as Secretary.
- New PTO meeting time for this year will be Fridays at 2PM.
- Nicole was married over the summer and her last name is Milo; in case of any confusion with emails.
- Chairs are not required to attend meetings but need to check in with Jamie.
- Transparency in fundraising in of the utmost importance and used the RFE info graphic as example.

CO-CHAIR REPORT, Jamie.

- Nothing to report.

TREASURER REPORT, Theresa M.

- \$114.90 had been raised as of meeting date.
- \$400+ already spent this school year.

SECRETARY REPORT, Kristen H.

Nothing to report.

PRINCIPAL REPORT, Mrs. Shadel

- Approximately 435 kids this year; urged parents to get involved and meet other parents.
- Back to School Nights are coming up; please attend and visit the Book Fair.

TEACHER REPORT, Mrs. Maes and Mrs. Woods

- Thanks very much to all the parents for volunteering their time with the PTO.

PARISH REPRESENTATIVE REPORT, Ilene D.

- Informed the group that she works with both the church and school.
- The pilgrimage is coming up; please join us.
- Very few school families came to Nativity Days; how can we better engage the school families in parish events? Please provide your feedback.

COMMITTEE REPORTS

Broomfield Days Parade, Melissa L.

- Aprons are good to go and paperwork has been submitted.
- Currently trying to find the large banner.
- The committee needs volunteers for check in on the day of the event.

Mystic Monk Coffee, Brianna S. and Todd M.

- Sales begin 10/21 and will go for two weeks.
- Samples will be available at BTSN along with an opportunity to sign up to help.
- Need new signage for tables at church.
- Coffee will be delivered within a week of being ordered and definitely before Thanksgiving.
- Need volunteers to sell after Mass and also to count the cash as it comes in.

Food for Funds, Kim N.

- Approx. \$2,230 was raised last year through this fundraiser. It's basically free money so please participate!
- Campbell's Soup Labels for Education has been discontinued by Campbell's.
- Kim needs a new chair to take over as she moves on to other commitments at the school.

Health Screening, Kim D.

- Need volunteers to help check in and walk students to their screenings.
- Need volunteer doctors, chiropractors, etc. for this screening.

Helping Hands, Denise S.

- Nothing to report; please email Denise to be added to the sign-up genius.

Historian, Kathy S.

- Please send to Mrs. Shadel any newspaper articles, clippings, etc that feature alumni.
- Mrs. Shadel tries to scrapbook these items yearly and has a wonderful collection since the 80s of students and all their great deeds. Please forward such items to her attention at the school.

Hospitality, Colleen R.

- This group needs helpers to get things set up for big events. Please contact them if you can help.

Kids Appreciation, Shannon and Yolanda.

- This event requires many, many volunteers! Please plan on helping when the event draws near!

Muffins/Doughnuts, Jen F, Jeff B.

- Muffins with Mom dates: 10/14 and 04/07
- Donuts with Dad dates: 10/21 and 04/21
- Need 2-3 volunteers day before and 6-8 volunteers day of.
- SET training required. Attendance is increasing, so please help out!

Newcomers, Beth M./Theresa M.

- This group sends out information to new school families 1/month.

Race For Education (RFE), Tracy and Brenda.

- Students should have received their packets today. Everything is online this year, hooray! But checks are still accepted. Please utilize the social media tools provided.
- Approx 60+ volunteers will be needed on race day this year.

Room Parents

- We urgently need a new room parent coordinator.

Santa Shop, Andrea S.

- The event will be held Dec 5-9 this year.
- Need 6-10 volunteers on 12/2 to set up the shop.

Teacher Birthdays, Shannon S.

Nothing to report.

Uniforms, Michelle C.

- Thinking about having a flash sale in November. Will need 3-5 volunteers to help.
- \$679 was raised at Wednesday's sale.

Teacher Appreciation, Ann

- Urgently need another chair for this great event that provides delicious meals to the teachers during Teacher Appreciation Week.

OLD BUSINESS:

Nothing to report.

NEW BUSINESS:

Jen F. was voted in and approved to co-chair the Muffin/Donut committee.

MEETING ADJOURNMENT

The meeting concluded at 3:01 PM. The next meeting is **September 16, 2016, at 2 p.m..**

***Check the school directory for the specific last names of individuals listed.**