

PTO Meeting Minutes 9/26/2011 7:00pm

Executive committee members present:

Rachael Gugluizza – President

Jenny Hawley

Mary Ann Engebose

Jenn Peebles

Kay Gross - Principal

Welcome/Introductions – Greeted Kim Goral from Hansen’s fundraising. Her presentation lasted 15-20 minutes with samples and complete fundraising packets enclosed with details for PTO to discuss if we would like to participate in this fundraiser at Resurrection later this school year. 50% return on profit w/ option to apply amounts to personal family tuition accounts. Sign a 2yr agreement to commit to have this fundraiser for the two years and receive an additional 2% in return. PTO’s decision will be made at the next meeting.

Review of July & August 2011 Minutes - The minutes were read and approved. 1st motion/Kay Gross & 2nd motion/Mary Ann Engebose. These will be posted on our website PTO page for view.

New PTO Bylaws – Bylaws are in effect as of 9/13/2011 and posted on our website PTO page for view.

Code of Conduct – All members of PTO signed a Code of Conduct agreement form for volunteers = filed.

VIRTUS Training – All members of PTO are aware of the need for VIRTUS training and the schedule provided by GRACE to do so. Reviewed VIRTUS training certified list from GRACE to confirm our own is documented, those that are not GRACE is updating their records. We have all once been VIRTUS trained.

SignUpGenius – Provided SignUpGenius Directions which were reviewed by all members of PTO to help assist any families with questions on how to and where to volunteer within our school. A copy of these directions will be sent out in our upcoming Thursday folder for all families. Overall census of SignUpGenius is successful. The Volunteer, Chair & Committee Sign Up hard copies will be distributed once a year in spring to families through the Thursday folder system. This gives the next PTO President & Executive Committee a jumpstart on who will sign up to volunteer on our August events before school starts and September school volunteer needs in advance.

Website/PTO page- New PTO page added to our website. Discussed what information we would like to see on this page and listed them for the President to post and follow up with at our next meeting.

2011-2012 School/PTO Event Calendar – Reviewed and confirmed all upcoming events and chairpersons. Volunteer status is good and all events are running on schedule with correspondence being distributed through Announcements, Website/PTO page, Thursday E-News & Thursday Folders sent home weekly. SPRING FLING will be held this year on Friday, May 4, 2012. However, it will be revamped into an Afternoon Assembly Day with 4K-5th Grade in the Gym and 6-8th Grade in the Cafeteria. Ideas presented are for the Gym Assembly bring in the NEW ZOO Mobile, Wild Life Sanctuary, or Barhausauen Animals. For the Cafeteria Assembly focus on Career Building and bringing in parents to professionally speak on behalf of their fields.

PAST EVENTS – Completed Evaluation Forms on: Teacher’s Welcome Back Luncheon, Welcome New Families Night and The Parish Autumn Festival Games & Prizes organized by PTO this year. All views confirmed events were successful and notes were passed onto the School & Parish for file. It is not decided if PTO will assist in Autumn Fest’s Games & Prizes again next year, this decision will need to be made by next year’s PTO President & Exec. Committee and Parish Chair & Committee of the Festival.

BUDGET – Planned through December 2011. There was not enough time in this meeting to discuss and approve our Budget. Some discussion was made and explanation of funds and set accounts. Our next meeting’s priority is to approve January-June 2012 to submit our PTO 2011-2012 BUDGET to SAC for approval.

FUNDRAISING Options – Hansen’s and others that have submitted opportunities to be reviewed and decided on at the next meeting due to not enough time to discuss at this meeting. This has been made a priority at our next meeting as well.

PTO Upcoming Events – October – December 2011

10/5 MIND MARATHON Pep Rally-Co-Chairs Elizabeth Sternig & Katie Clancy

Speaker featured this year is: Green Bay Packers President Mark Murphy

10/21 MIND MARATHON Exam Day

11/7-11/13 SCHOLASTIC BOOK FAIR – Chair Michaelleen Curtin

12/2 Christmas Shopping Night – Chair Reneé Flis

Thoughts on this event were: 6:30-9pm in the School Cafeteria, bring your own packed dinner, have a present for your parents craft & a movie w/ popcorn. Nothing is confirmed, changes will occur.

Next Meeting Schedule – The next meeting will be **MONDAY, October 24, 2011**

THIS MEETING WAS MOVED A WEEK AHEAD DUE TO HALLOWEEN ON MONDAY, OCTOBER 31 & ALL SAINTS DAY HOLIDAY on TUESDAY, NOVEMBER 1.

This meeting will also be our 1st PTO Meeting Open to Parents & Teachers until break for the Executive Meeting to meet, at this time all not a part of the PTO Executive Committee shall be dismissed.

Announcements & Correspondence of this upcoming PTO Meeting to families & staff will be distributed throughout the month of October and the PTO Exec. Committee will confirm the Agenda in advance.

Going forward the meetings will be held in the Parish Gathering Area, unless specified differently and beginning 6:30pm-7pm/BREAK ~All not on Exec. Comm. Dismissed./resume Exec. Comm. 7:10pm-8pm.

Closing and Our Father Prayer – All prayed and meeting was adjourned at 9:45pm.