

St. Bernadette PTO Meeting Minutes

January 12, 2017; Don Rigo Mexican Restaurant, Amelia

Meeting called to order at 7:10 pm. Officers present: President Kelly Brokamp, Vice President Londa Thomas, Treasurer Vanessa Hartman, Secretary Christina Boss. Opening prayer was led by Christina Boss.

Principal's Update:

- Mrs. Ingram reported on advertising and preparation for Open House. It will be held on Sunday 1/22 from 12-2, and the following week is National School Choice week, as well as Spirit week. The week of 1/29 is Catholic Schools Week. Mrs. Ingram is encouraging people to share the Open House weblink and event post on Facebook. There is a billboard for St. Bernadette by DollarTree in Amelia. There will be ads in the local papers. Postcards were just dropped in the mail. Please contact Mrs. Ingram with ideas about what else should be done to prepare for Open House.
- The new carpet was installed in Stievenard and is very nice. Some hallways have been painted and some of the bulletin boards have been installed.
- The master planning committee continues its work. The next step will be to ask the parish and school community to complete a survey. The committee is fine tuning the questions and deciding on a format for the survey. Some of the topics that need to be covered include space needs, class size, what kind of growth is desired, arrival experience, etc. This process could possibly involve two phases, the first to address a plan for the school and a second phase for the parish.
- During the last meeting, Mrs. Ingram mentioned the possibility of a finder's rebate for new students transferring in the upper grades. After further consideration, this will not be instituted.
- The uniform policy is currently being updated for next year, along with the handbook.
- Mrs. Ingram would like to begin an alumni outreach team, possibly in the spring. This idea had been discussed at the November meeting.

Father/Daughter Dance Plans: Jenn Brinck is planning the Father/Daughter Dance. The dance will be held on March 25, probably at 6:30. She mentioned several themes being considered. She asked for help with the budget and planning the details.

President's Update:

- Kelly Brokamp mentioned that library volunteers are needed. A new Bookfair and library coordinator are still needed to replace Carla Tribble. The new coordinator could use an online scheduling tool like Sign Up Genius to make it easy to sign up and keep track of volunteers and shifts.
- Volunteers are also needed for morning and afternoon recess, as well as lunch. A new Sign Up Genius will be coming out soon for lunch. All volunteers need to be Virtus trained.
- The Mother/Son event is this Sunday, 1/15. There will be a ventriloquist and dancing. Volunteers are needed to be "paparazzi" for the event. They are also requesting donations of cups, utensils, napkins, plates, popcorn kernels, lemonade and cherry 7up.
- The Father/Son event will be a Cyclones game on 2/3. Details are in today's newsletter.
- Envelopes may be printed and distributed for social events next year. An example of the envelope with event information printed was shared with PTO attendees.
- Julie Tipton is helping with marketing social events. Her role is to help the coordinator with the details of planning an event, like getting it in the bulletin, reviewing flyers, etc.
- The December Marco's night earned \$83 for the school. Mrs. Alvey's class won a free pizza party.
- Since the PTO can no longer give teachers money or gift cards at Christmas, they provided up to \$50 of reimbursements for classroom expenses to teachers.
- The eighth grade has almost raised enough money for their class trip. They still have a few events to go including Spirit Week and tape the teacher to the wall.
- The Stievenard Hall carpet is installed and looks great. This was paid for by PTO.
- The Magazine Drive continues to bring in money. All the prizes have been paid out and the net amount raised at this point is \$8351. This is already about \$1000 more than last year.
- Let Kelly know if you can help with Open House.

Box Tops Update:

- A Box Tops check was received in December for \$662. This includes the collections from March through October. Mrs. Schooley's class won the November collection event. The next Box Tops collection event will be the week of February 13. Pickup will be Thursday 2/16.
- Box Tops earnings for this school year so far total \$513. This amount is much less than what has been earned the last two school years. Ideas were discussed to increase participation. Mobile apps for Box Tops were also discussed, and parents are encouraged to use these apps to increase Box Tops earnings for the school.

Catholic Schools Week: Sarah Holland gave an update on plans for Catholic Schools Week, which starts on 1/30. Monday will kick off with a Praise Bash, singing songs in the church. Tuesday will include get up and move and the 8th grade will go to mass at the Cathedral. Wednesday will be an all schools mass. There will be a living rosary Thursday afternoon and family fun night will be that night with food and games. Friday, the students will go bowling in the morning and PTO will provide the buses and lunch. Spirit week is the week before.

New Business/Community Input: It was suggested that Open House volunteers could wear a piece of clothing or a pin to help identify them to visitors.

Meeting adjourned 8:50. The next meeting will be March 9, 2017. Minutes submitted by Christina Boss.

The minutes from the November 2016 meeting were approved by the Board and have been posted on the PTO website.