April 9th 2019

Meeting started- 5:30 PM

Meeting opened with a prayer

Attendees: Becky vanLieshout, Jenn Cossette, Patrick Powers, Bre Colella, Sandy Lombardi, Rachel Pace, Diala Karadsheh, Jill Woodcock, Melissa Kraeger, Kim Damore, Brad & Ellen Bowe, Kristin Healt, Becky Billittier

1. Becky vanLieshout provided an over view of “The Guardians of St. Patrick’s Elementary School Foundation” and its board. The foundation board is made up of the following individuals,
* *Becky vanLieshout , Jenn Cossette, Patrick Powers, Julie Netzband, John Jones, Janet Jones & Jim Dean*.
* The foundation came into existence after the diocese advised in Aug 2018 that the school will need to be independent, such as existing under the form of a Corp.
* After back and forth with the diocese, it was determined that the school will function as a Corp. under the umbrella of the diocese, with equal representation from the diocese and the school (3 members each).
* Based on this the school is currently in the process of becoming independent. Will need a transition team to move this school into the Corp. status. This foundation formed is solely for raising money for the school; however its board will also oversee spending.
* Financial aid the school provides will continue under this change. It will more likely be done through confidential meetings with a designated group to determine and approve aid for families.
* We have an operation agreement with the dioceses and a set of bi laws that will need to be approved.
* The annual cost to run the school is around 600K- About 177 K of that comes from parish support.
* The board is planning a “Back to School Bash” on Sep 20th, with school alumni. The Golf tournament is on Sep 21st and the board is hoping to encourage participation in the tournament during the prior day’s event.
1. Treasurer Report/ Balance:
* Last month (March) – Deposit of $2322 were made. Expenses that were paid included Kallet- $398.25, V&J Graphics bill $398.25, diocese $4000, and reimbursed Dan Barbano for basket bonanza door prizes.
* The idea of a request form for expenses was discussed again. This form can be used to be brought to the PTC for approval of expenses. Everyone agrees that it would be a good idea to implement for the next school year.
1. Purse bingo–
* The event brought in $7,173.82
* Proceeds went back to the principal’s account
1. Paint night –
* Set for April 26, 2019
* Flyers went out and so far we have 23 painters RSVP (update via email from Sandy on 4/16. 37 painters have purchased tickets with a $479 profit)
* For water and snack, Sandy advised that Kim may be able to have Servomation donate again.
1. Mother’ Day Plant Sale
* Set for May 10 & 11. 10 am-6pm
* Matt Lohr is chairing and all is set and the event is ready
* Volunteer sheets went home for time slots.
1. State Testing –
* Math test on May 2nd &3rd
* Last year we provided treats for kid taking the test (grades 3-6, about 50 kids) but we missed it this year for the ELA part
* PTC members advised we will donate snacks (water, rice crispy, granola bars …etc)
1. List of fundraising events provided for next year, with a total commitment of 30K ( $3,000 a month for operations)
* PTC to decide what to keep and what to cancel from list below
* We will need to finalize before June as the service contracts go home for parents to sign
* Sep – Golf tournament – This is set for Sep 21st. Chair Sommer vanLieshout. Projected profile of $3800
* Oct – Yankee Candle- Still needs a chair person. Projected profit of $1500
* Nov – Book Fair – Usually Mrs. Healt manages. Will need a chair person for next year.
* Dec- Gift wrapping & we will need to decide what else can be done with it, since we decided we will not continue dinner with Santa.
* Jan- Little Caesars- Needs a chair person. Projected profit of $1200
* Feb – Valentine’s Day Dance- chair –Diala Karadsheh- projected profit of $1300
* Mar- None
* April- Basket Bonanza – Needs a PTC chair as Mrs. Barbano has been running. Projected profit of $30,000
* May- Mother’s day plant Sale- chair Matt Lohr. Projected profit $1700
* June- Purse Bingo- Needs a PTC chair as Mrs. Barbano and Mrs. Healt managed this year. Projected profit $7000
* Fun day – Need a chair person. This is a fun day for the kids and no profit is associated with it.
1. Focus Group for enrollment – The purpose of this group is to solely focus on improving enrollment numbers and come up with marketing ideas that will make the school more appealing to the community.
* First meeting took place and was made up of Mrs. Healt, Mrs. Barbano & Rachel Pace
* This group will pick families to take part. Those families will focus only on this group, and will not be required to be involved in PTC, or need to chair any events.
* Tuitions for Pre K should be a point of appeal for those who have kids in day cares, as the school costs less, and it is a tax deduction. The kids can also be bussed.
* The tuition at St. Patrick’s is also less than surrounding catholic schools for K- 6th.
* We should also advertise that this school is not only for Catholics, and is welcoming to all faiths and denominations. We should reach out and speak at non-Catholic churches.
* We should also look at advertising at Dr. offices, and other venues for kids.
* Pat Power will discuss with his daughter to see if she has ideas to assist as a graphic designer. He thought the slogan “St. Patrick’s Elementary school, More than just elementary” is an appealing phrase to use.
* We can also talk to the Catholic Sun to interview the PTC as a way to spreading the word.
1. Enrollment number for 2019-2020 year as of now,
* Pre k – 20, K – 16 , 1st – 14, 2nd – 9, 3rd- 11, 4th- 12, 5th- 10, 6th- 4
* During the meeting, parents questioned the rumors regarding 5th &6th grade merger. Mrs. Healt advised that it probably will not happen, however we do need to find a solution for the low number of students in 6th grade. Parents advised they would like to know early on to decide what to do with their children in 5th grade as a merger would not be something they want their kids to be a part of, but Mrs. Heat indicated that it is hard to decide anything now and prior to the new school year ‘s finalization.
* Meeting adjourned - 6:55 pm