Aug 12th, 2019

Meeting was called to order at 4:04 pm by Rachel Pace

Present: Rachel Pace, Jill Woodcock, Kristen Healt, Becky VanLieshout, Diala Karadsheh. Joined later by Pat Powers.

1. **PRAYER**: As we gather here in the harbor of your safety, we thank you for fellowship and family. We ask that you will strengthen us, restore us and inspire us with your love. Lord, would you fill us with your peace so that as we journey onwards we would pour out your love and grace to others? We ask that our souls would catch the wind of your spirit so that we would take your promises to all the earth. Amen.
2. AGENDA APPROVAL/REVISIONS: Rachel Pace and PTC members moved for approval of agenda
3. **APPROVAL OF MINUTES:** None that needed approval
4. **TREASURER REPORT:**

* Current balance of $3108.36
* Debit for July was $2761
* $878.02 was paid to Mrs. Barbano for 2020 Basket Bonanza

1. **Focus Group update:**

* Updated brochures: We have 2 new brochures that will include pictures of the school and kids. Pending is some additional picture from the school’s FB page as well as the Web page.
* Create a Parent Survey: Create a 3 question survey that can be handed out during the Sep 26th (6:30 – 7:30) parent meeting, and is anonymous. The questions include:

1- Why did you choose St. Patrick’s school for your family?

2- What skills would you be willing to contribute to our school community?

3- How can we improve/ OR what would you like to see in our school?

It was also suggested that maybe we can have a separate exist survey created for those families who leave the school.

* Parent members: We will speak about the group during the Sep parent meeting, and will leave a signup sheet for those who wish to be a part of it.
* Also discussed
* The school ordered road signs promoting the school– Those will be located in and around Oneida. The signs cost was $800
* We have books the school is donating to different businesses. The books have the school info on a label inside, and some were handed to the PTC to distribute to some of the local doctor and dentist offices.

1. **NEW BUSINESS** 
   * 1. Parent meeting handout for Parent’s meeting: Hand out with PTC info will be available at the Sep 26th Parent meeting. We will use the existing PTC hand out, with some editing and adjustment. For the speaking points, we will have some data / tuition from surrounding schools to compare. Rachel will email Dee the edited hand out to use for speaking points.

Will also go over the parent’s contract and will advise of changing events.

* + 1. Ice cream social / Window washing: Will take place on Aug 29 from

5pm-7pm.

Usually PTC gets someone to donate the Ice cream. We need enough for about 50 people. Last year Brigitte Holmes donated the ice cream. We can contact local business (Byrne Dairy or Hood) to see if they are willing to donate. Rachel will contact the local Byrne Dairy. We also will need cups and spoons if the ice cream is scooped.

We also will need Windex donated. Becky VanLieshout volunteered to donate those and cups for the ice cream. The event is bring your own paper towels.

* + 1. Golf Tournament: Sommer is all set and ready for the event. She advised she doesn’t need volunteers

Jill Woodcock will work on giveaway prizes. They will be with St. Patrick’s logo. Mrs. Healt will send to Jill and Jill will create them (print on Koozies and decals) and bill the school for the cost. Mrs. Barbano will also create flyers.

Projected profit for this event is 4K.

* + 1. Nov 8th purse Bingo: Kristen advised of updates- will take place at the Verona Fire Hall. So far the event is all set and is ahead of schedule. All purses have been purchased and gifts are all good. The only aspect that’s left is contacting and scheduling volunteers.

Projected profit for this event is 7K.

1. **Old Business :**

* Kristen will set up a g-mail drive to share with the PTC members, as this would be the easiest way to share documents ..etc . **Completed as of Aug 14th**.
* PTC member changes due to some families who are not returning to the school:

President - Rachel Pace

Treasurer discussion: A treasurer is needed as a 2nd signature to checks along with Mrs. Healt’s.

Discussed the separate account that are kept track of – Teachers Account, School Account (AKA Principals Account) , PTC Account, Payroll & Tuition, and Diocese or Operations Account .

Decided to add a 3rd person’s signature to the account but only 2 are required, and that way only 2 of the 3 people’s signature needs to be present at all times. Mrs. Barbano and Jill will be added for signature purposes. Mrs. Healt will report account activity. Voted on unanimously.

Secretary: Dee Karadsheh – Voted on unanimously. If unavailable to attend all meetings, someone will take notes in her place.

**VIII- Once Around:**

**Rache**l- Suggested PTC News Letter with an e-link that can be emailed or texted, since parents are usually overwhelmed with the amount of paper sent home with the kids. Everyone voted on in agreement.

**Dee**- Suggested we look into summer camp next year. Logistics will need to be worked out, but it would be a good profit during the summer months.

Also discussed the school’s ability to go digital with all books instead of purchasing text books. Was advised due to the cost is not currently possible.

**Kristen**- Suggested we bring back the “Pick a reading partner” program to the school. We can do it for one month. Everyone voted on in agreement.

Kristen also advised that the before school program that was planned with the YMCA fell through. The YMCA came back with a no, without an explanation. The board will look into it.

**Jill**- Advised that since boxtops are not digital, there wouldn’t be as much work involved in collecting them. Box tops for education App can be downloaded and parents can take a picture of the receipts. Will also mention during the Sep parent meeting.

**Becky**- Advised she is pleased with the way the PTC meeting have been going and would like to attend every meeting if possible. She also advised that Rachel will attend the board meeting as the PTC President to keep transparency and communication without breaking any confidentiality of those meetings.

**Pat**- Advised that he looked into bundling security and the company he contacted came to look at the building, and advised they will contact Kristen. Kristen advised she has not heard from them. Pat will follow up.

Also suggested by members to have a quarterly PTC meeting, with Pizza and after school care, to enable a larger number of parents to attend.

**IX- Next Meeting**: Monday Sep 9th @4:30

Priority on the Agenda will be to discuss/ plan meet and greet night fall night.

Adjournment: Rachel Pace moved to adjourn. The motion to adjourn was approved unanimously. Meeting adjourned at 6:35 pm.

Respectfully submitted by: Diala Karadsheh