



Where faith, families, and learning come together

Meeting Minutes

Tuesday, October 11, 2016

7 p.m. in the Media Center

PTO Mission: The mission of Epiphany Catholic School's Parent Teacher Organization is to partner with parents, guardians, and staff members in sponsoring school events and providing opportunities for students, parents, and guardians to share their time, talent, and treasure to support teachers and staff.

PTO membership: In accordance with the PTO by-laws, PTO Officers and Members at Large have the right to vote. A Member at Large must attend 75% of PTO meetings or volunteer at PTO events. Voting privileges are granted to new Members at Large in November and June.

2016 – 2017 meeting dates: **Mon., Nov. 7;** Tues., Dec. 13; Tues., Jan. 10; Tues., Feb. 7; Mon., March 6; Tues., April 11; Tues., May 9; No June meeting

1. Opening prayer- **Meeting opened at 7:02 with prayer**
2. Introductions
3. Treasurer's report-**Disbursements for Sundae bar and Scooters. Available funds 21,393.15.**

MOTION: Kendra S. motioned to approve treasurer's reports; Jess W.. 2nd motion; all favor.

Motion passes.

4. Old business
 - a. Clean Team (Saturday, October 1)-**Not much participation, hopefully bigger draw with grade specific weekends.**
 - b. Marathon, Service Sundaes (Friday, October 7)-**Went very well. Very much appreciated. Mrs. Nichols came back and helped. If we do again, need to think about dismissal of kids to the ice cream table and need at least 5 helpers.**
5. New Business
 - a. Conference dinners (Thurs., Oct. 13 and Tues., Oct. 18)- **Still need volunteers, Mexican meal on Thursday Oct 13th in the Meeting Rooms. Soup & Salad Tuesday, Oct 18th in the teacher's' lounge.**
 - b. Food Shelf Turkey Contest (month of November)-**Kelly C., Danielle C., and Ann E. Will help with organizing and making sure teachers have feathers. We need feather cutters and feather hangers. It will go out in the e-happenings.**
6. PTO event coordinators: contacts and updates
 - a. Clean Team coordinators
 - b. JINGO (January 27): Kristine Trimble and Ann Evans
 - c. Catholic Schools Week (Jan 30 – Feb 3): Kia Bauer and Kristine Trimble
 - d. Conference dinners (February): Jess Whitehead and Nancy Powell
 - e. Fish Fry (March/April): Kelly Collins and Ann Evans (first Fri); Kia Bauer and Jess Whitehead (second Fri)
 - f. End of Year Party (May/June): Kendra Schmidt and Kari Arnett
7. Trash to Treasure update-**Contest is ended. Box tops will be counted and then a drawing will be done to select the winner.**

8. Marketing update - **Nichol Flemister is taking the position and working with Kelly R. to get up to date. E-happenings will include volunteer requests for feather cutting/hanging for the food drive and next clean team.**
9. Teacher report-**Request from first grade teachers for DVD program that would be used for K-2 to help memorization of sight words. In the future there will be a request to PTO to help with literacy night programming.**

MOTION: Ann E. motioned to spend up to \$82.00 on DVD program to help with site words; Lori C. 2nd motion; all favor. Motion passes

10. Administration report - **Marathon will have a table at fall conferences, there will be no book fair this year and the school is still working to hire a media specialist. Parents will receive academic testing reports at conferences, School information session on secure our legacy foundation was rescheduled.**
11. Roundtable-
 - a. **Kari A. researched possible cafeteria tables and garbage can for health office. Information was sent to administration.**
 - b. **Greg Peichel came to discuss the secure our legacy campaign projects for the school which include moving the school office and cafeteria improvements.**
12. Adjournment and closing prayer-**Meeting adjourned at 8:02**

EPIPHANY PARENT-TEACHER ORGANIZATION

Executive Committee Meeting

Tuesday, September 13, 2016

Treasurer's Report

Previous Balance from:		9/13/2016	\$	23,343.15
DEPOSITS:	DATE			
		Total Deposits	\$	-
DISBURSEMENTS	DATE			
		Total Disbursements	\$	-
ENDING BALANCE AS OF		9/13/2016	\$	23,343.15
Respectfully Submitted				
Kia Bauer				
PTO Treasurer 2016-2017				
DEFERRED DEPOSIT				
			\$	-
		Total deferred deposit	\$	-
DEFERRED DISBURSEMENT				
		Smart Boards	\$	600.00
		Welcome Back Teacher Breakfast	\$	350.00
		Scooters (remainder to be paid by Labels for Education gift cards (approx 550))	\$	500.00
		Scooters (may need to approve an additional \$200, per 9/13/16 meeting vote)	\$	200.00
		Sunday Bar for Student Service Day	\$	300.00
		Total Deferred Disbursements	\$	1,950.00
		AVAILABLE FUNDS	\$	21,393.15