



Where faith, families, and learning come together

Meeting MINUTES

Tuesday, September 13, 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: **Tues., Oct. 11;** 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**
2. Introductions – **Welcome to the new faces!**
 - a. **Change to November meeting date because of the election and All Saints Day; meeting will be held Monday Nov 7th at 7pm in the media center**
3. Treasurer's report
 - a. **Ann S. presented June end of year report (available balance-\$22,988.39 and Kia B. presented September (available balance-\$21,893.15)**

MOTION: Kendra S. motioned to approve both treasurer's reports; Lori C. 2nd motion; all favor. Motion passes

- b. **Discussion on scooters purchased for Ms. Geary's gym class. Scooters that were ordered originally had the wrong wheels. New scooters have been ordered and PTO discussed covering any additional funds needed.**

MOTION: Michelle G.. motioned to spend up to an additional \$200 for the purchase of the scooters; Kendra S. 2nd motion; all favor. Motion passes

4. Old business
 - a. Contacting new families: How did it go?
 - i. **Was well received by families. About 50% of calls were answered live and the others received messages.**
 - b. Teacher breakfast (Tuesday, August 30)
 - i. **Thank you to Steve C. and Kevin S. for helping serve at the teacher's breakfast. Teachers very much appreciated the thank you gift and the breakfast.**
 - c. Open House (Wednesday, August 31)
 - i. **Book covering and used uniforms were both very busy.**
 5. New Business
 - a. Clean Team (Saturday, October 1)
 - i. **Kelly C. will coordinate and the whole school will be invited. Future clean teams will be specific grades.**
 - b. Marathon, Service Sundaes (Friday, October 7)

- i. **Kelly C. & Kelly R. reached out to marathon committee to see how we could support marathon for our fall outreach. PTO will provide ice cream sundaes at lunch on Friday, Oct 7th which is the day the school will be doing service projects. Jess W. and Kelly C. will coordinate. Will be looking for volunteers to serve ice cream.**

MOTION: Michelle G. motions to spend up to \$300 on ice cream sundaes; Lori C. 2nd motion; all favor. Motion passes

6. PTO event coordinators: volunteer updates
 - a. Clean Team coordinators – **1-2 coordinators for each month**
 - b. Fall social event-**Service Sundaes on Friday Oct 7th**
 - c. Conference dinners (October and February): Jess Whitehead
 - i. **Conference dinners are Oct 13th and Oct 18th.**
 - d. Food shelf turkey contest (November): Danielle Camp and **Open**
 - e. JINGO (January): Kristine Trimble and Ann Evans
 - f. Catholic Schools Week (Jan 30 – Feb 3): Kia Bauer and Kristine Trimble
 - g. Fish Fry (March/April): Kelly Collins and Ann Evans (first Fri); Kia Bauer and Jess Whitehead (second Fri)
 - h. End of Year Party (May/June): Kendra Schmidt and **Open**
7. Trash to Treasure update
8. Marketing update
9. Teacher report
10. Administration report
11. Roundtable
12. Adjournment and closing prayer