



*Where faith, families, and learning come together*

## Meeting Minutes

Tuesday, April 11, 2017

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.

**2017 meeting dates:** **Tues., May 9;** No June meeting

1. Opening prayer-**Meeting opened at 7**
2. Introductions
3. Kendra Turner (Catholic United Financial): Raffle recap and fundraising opportunities
  - a. **Opportunity with Catholic United Financial to work with their member engagement department and create a Parish volunteer that would have the opportunity to be supported by funds from Catholic United local members. Parish Volunteer Team might be an opportunity to have a larger structure over the school's main fundraising groups including Marathon, PTO, and the Raffle. Kelly C. will reach out to Marathon leads and Raffle leads to set up a meeting with Nate from member engagement and learn more.**
4. Treasurer's report- **Current funds \$19, 036.46.**  
**MOTION: Michelle G. motioned to approve treasurer's reports; Kendra S 2<sup>nd</sup> motion; all favor. Motion passes.**
  - a. Teacher requests-Mrs. Conry book bins came to \$10 more than initially requested.  
**MOTION: Kimberly O. motioned to spend an additional \$10 for book bins; Lori C. 2<sup>nd</sup> motion; all favor. Motion passes.**
5. Old business
  - a. Fish Fry-Fish fry was a successful 6 weeks. The 2 PTO weeks were not well staffed by volunteers. Next year we may want to give the 2 PTO weeks to another school group like ELC trip similar to the 8th grade trip. Otherwise PTO will need a lead for both weeks. This year the funds will be divided between the 3 groups evenly
6. New Business
  - a. Spirit Shop ([now open!](#))-Open until April 28th. There will be an out of uniform day on May 18th for kids to wear their spirit wear. Those who have gotten items have been very happy with the quality and customer service.
  - b. End of Year Party-Party will have a "Stay Cool-Popsicle theme" It will go from 2:15-4:30. WE are confirmed with game zone, Kendra is working with Rhonda on a snack foods menu, and Kevin S. will be doing music. Kendra will be putting in an ad in the drama program, will send out a save the date, evite for the event, and personal invite for staff and teachers.
7. PTO coordinator openings: Clean Team coordinator

8. Trash to Treasure update-**none**
9. Marketing update-**none**
10. Teacher report- **Literacy night was fun and well attended. Author that came on Thursday was also a success, all grades enjoyed. Currently middle school is doing the MAP testing. Elementary will start testing next week. This Thursday 4/13 at 1:00 will be living stations with the middle school students.**
11. Administration report-**none**
12. Roundtable-**Question about whether or not the students could wipe down desks and doorknobs once a month during the day. Or maybe the time of clean team needs to change.**
13. Adjournment and closing prayer-**Meeting closed at 8:02**

#### **PTO upcoming event dates and coordinators**

- End of Year Party (June 2): Kendra Schmidt and Kari Arnett