



*Where faith, families, and learning come together*

## Meeting MINUTES

Tuesday, September 12, 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 – 2018 meeting dates:** **Tues., Oct. 10;** Tues., Nov. 14; Tues., Dec. 12; Tues., Jan. 9; Tues., Feb. 6; Mon., March 5; Tues., April 3; Tues., May 8; No June meeting

1. Opening prayer-**Meeting opened at 7:15 after curriculum meeting and snacks**
2. Introductions-**Welcome to all the new faces!**
3. Treasurer's report

**MOTION: Kendra S. motioned to approve treasurer's reports; Lori C 2<sup>nd</sup> motion; all in favor. Motion passes.**

- a. Teacher requests-**No requests currently.**
4. Hot lunch program updates-**Breakfast available in the morning. Children who get hot lunch or salad bar or sandwich bar can go back to sandwich bar for fruits and veggies if still hungry. Snack available to ALL students for free from 2:15-2:30. SAVE THE DATE: Breakfast with Santa, December 15th 6:30-7:30 AM**
  5. Old business
    - a. Open House (Wednesday, August 30)- **New families meetings went well. Encouraged everyone to try PTO. Book covering was great, next year we need to consider recycling cans at the end of tables.**
  6. New Business
    - a. Marathon sundae support (Friday, September 15)- **We previously approved funds to support Marathon. No volunteers from PTO needed.**
    - b. Conference dinners (October 12 and 17): Jess Whitehead and Kia Bauer- **Jess will set up with Rhonda, Maintenance, and Kristine T. Kia will be lead volunteer at Oct 12th and Jess on 17th. We will be reaching out for volunteers in the next few weeks.**
    - c. Clean Team future- **No interest in coordinating so we will be disbanding clean team.**
    - d. Bylaw updates- **Will keep year end financial review**  
**MOTION: Danielle C. motioned to approve changes to bylaws Kendra S 2<sup>nd</sup> motion; all in favor. Motion passes.**
  7. PTO event updates (as needed)
    - a. Food shelf turkey contest (November): - **Danielle C and Kendra S will work to come up with new solutions for food shelf turkey. Discussion of alternatives due to lack of volunteers for feather hanging and height of turkey.**

- b. JINGO (January): **Ann E. and Kristine T are interested in coordinating. JINGO will kick off Catholic Schools week on Jan 26th, Friday**
  - c. Catholic Schools Week (February): **Kirstine T and ONE OPEN**
  - d. Conference dinners (February): Jess Whitehead and Kia Bauer
  - e. Fish Fry (February or March): Jess Whitehead and Kia Bauer
  - f. End of Year Party (June): **Kendra S, Kia B., and Stephanie N. will help coordinate**
8. Trash to Treasure update- **Will receive a check in November for last spring's submission. Final deadline for box tops for fall collection contest Sept 29th. Will discuss at a later date what our spring collection contest will look like.**
  9. Marketing update-**Info about open officer roles for next year, information about conference dinners.**
  10. Teacher report- **Great start to the year**
  11. Administration report- **Great start to the year**
  12. Roundtable- **Next fall treasurer, secretary, and vice president positions will be open**
  13. Adjournment and closing prayer- **Meeting adjourned at 8:05.**