

PTO Board Meeting

March 2, 2010

Prayer was completed at 6:40pm prior to the meal.

Minutes were reviewed and approved from February 2, 2010

Budget Update: Karen Murner- PTO budget has not been updated since 01-31-2010.

Budget 2010-2011- The proposed 2010-2011 budget was reviewed. Karen will get with Brad Oberlander to review and discuss various expenses prior to sending a final draft home to parents in the Wednesday folder before the May PTO meeting. In the May PTO meeting, the budget will be voted on.

With regards to fundraisers and income, it was recommended that there be one category for special events such as Fright Night, Santa Breakfast and Celebrate Learning. The committee agreed that revisions may be needed to these activities to increase participation and justify time and talent expenditures. New committee chairs are needed for several of these special events. In addition, it is believed that more revenue could potentially be generated from Kroger/Meijer/Target cards if more families in the school & parish took advantage of this program. Currently, Kroger donates 4% of all cards purchased back to the school. This program is budgeted to generate \$6500 in revenue. Using positive reinforcers, such as drawings for active members or for individuals who have spent a minimum, reasonable amount on their card, was mentioned. Lastly, it was noted that items listed on the PTO budget, such as the middle school trip, are not assessed by the diocese.

With regards to expenses, the Student Activities Fund covers multiple groups. Marian wants to split this up into categories for monitoring purposes. The treasurer of each group should be responsible for the monitoring the group's income/expenses. Guidelines would need to be set for treasurers. Marian also wants documented proof from individuals registering on line. This is standard operating protocol and is necessary for bookkeeping. Operating expenses that are also listed under the school budget will be reviewed with Brad Oberlander prior to the final draft.

Old Business

- **Volunteer Appreciation:** Mrs. Fedorchuk agreed to have the art club make stepping stones the size of personal pan pizza box with an inscription. There may be some small expenses that Mrs. Nuno agreed to have taken out of the 551 budget.
- **Bingo Concessions: Update-** Little Caesar's is willing to do the pizzas. They will deliver to school at 4pm and put in warmers. Normal concession stands charge \$1.50/slice. The supplier for bingo concessions is having price change which has delayed the new price sheet. Michele Brock will get the price sheet from Falling Springs for comparison purposes. Robin DeBold will have it ready hopefully by end of March beginning of April.
- **Committee Chairs** - Each committee chair will be contacted to verify that they will be returning. It was brought to our attention that previously this may not have been done and this is definitely not the tone we want to set.

- **Nominating Committee** – Potential candidates MAY include (but Tracye Carey or another committee member will follow up prior to voting) Treasurer - Debbie Sexton or Joanne Stephens, Secretary – Vanessa Seitz, Vice President – John Robinson. Voting will occur at the General PTO meeting on March 25th. Final nominations will be sent home in the Wednesday folder, the week prior to the meeting. Tracye Carey also mentioned that she believed an additional position should be developed to oversee all fundraising efforts. Discussion occurred as to whether the Vice President would have time to complete this responsibility. Michele Brock also mentioned that it would be nice to have someone on the committee for advisory/historical purposes since the turnover rate was going to be so high this year.

New Business

- **Spring Flower Sale:** March 25-March 26- Jill Crawford is in charge. Jill wants to have the sale at the PTO meeting, Thursday night. She will send something home in the home folder the week before. She will also sell them on Friday after school. Recommendations were made for a presale.
- **Principal Report:** Mrs. Nuno – They are collecting resumes for the preschool director's position and have received many applicants. The hiring committee consists of- Sister MaryAnn, Marian Stopher and Janie Carillo. They should be done soon, so they can move on with hiring a principal. Tomorrow there is another technology meeting. They have narrowed it down to two products in the classroom - Eno and Mobi. Both are very versatile. If a Smartboard is drawn on by a permanent marker it is ruined. Nicole Blanford and Jean Box are investigating the cost and a decision should be made quickly. Even though there are three separate vendors for the whole facility, there will be certain economies of scale for duplicate items such as chairs. Only one vendor will be used in these instances. To date, one student has enrolled in preschool. The current school enrollment is 87. Preschool enrollment is included in this number, but it is not part of school budget. Marketing team is meeting about an open house and strategies for the new school. A certificate of occupancy is needed first.
- **Teacher Report:** Mrs. Dawson- Both boys' basketball teams have advanced to the quarter finals. More than 10 kids are in the regional science fair. The elementary academic team has been involved in the Governor's Cup. Regionals are on March 20th. On Sunday, seven students attended KUMA in Louisville, representing Uganda. Their Bill made it to General Assembly. Two students received awards for outstanding speakers. They are having their first annual St. Leo spelling bee. There are classroom bees for grades 3-5 and 6-8. Three finalists from each classroom, with the diocesan spelling bee next week. Kate & Mrs. Dawson going to training for science curriculum. Diocesan has an in-service day once a year. St. Leo is hosting it Oct. 1st, 2010. Traditionally, it is done at Lexington Catholic, so it is a big deal that it is being moved to St. Leo. Every teacher from every school in the diocese will be here. They may need PTO manpower to help out. The Bishop will be saying Mass and the new superintendent will be present.

Meeting was adjourned at 8:29pm.

Next PTO Board Meeting: April 6, 2010 at 6:00pm