

Resurrection Catholic School
PTO Meeting Minutes
September 11, 2018 | 7:00 pm

Members Present: Jordan Kieffer, Sarah Holliday, Sandra Umana, Melissa White, Amanda Gates, Ginny Ely, Erin Seghers, Sara Peiffer, Melissa White, Jessica Skladzien, Rachel Hemmingson, Leslie Williamson, Ed Williamson, Megan Sullenger, Tony Ohlman

Guests: Kelly Long

Teacher Representative: Dawn Hay

Principal: Kori Heiman

The meeting was called to order at 7:00 pm. A quorum was present.

- **Opening Prayer**
- **Approval of Minutes**
- **President's Report** – Jordan Kieffer
 - School Wide Parent Workday – **ACTION: Melissa will investigate logistics**
 - Trunk or Treat – PTO organize, Saturday, October 27, 5:30 mass
 - **ACTION: Sarah will post in newsletter/bulleting**
 - Logo item surplus in office – Megan
 - Spirit wear inquiry – ¼ zip is adult size only and idea was for middle school students to stand out
 - Kori likes to have everyone in one color, ordered a better quality sweatshirt this year.
 - Look into approved navy sweater for office to carry in office
- **Secretary Report** – Erin Seghers
 - Approval of prior month's minutes, **ACTION: Jordan will distribute**
- **Vice President** – Rachel Hemmingson
 - New family gift: goodie bag and \$5 off spirit wear order was given out
 - Requested Treasurer to track how much is redeemed to better budget for 2019 and possibly increase coupon amount.
- **Treasurer's Report** – Sandra Umana
 - Attached.
 - Sandra will be monitoring reimbursements on Thursday's
 - Treasurer is no longer able to sign checks, keep in mind reimbursements might take a bit longer
 - Coordinating with Jody on financial statement reporting
- **Committee Reports**
 - Activities – Jessica Skladzien
 - Snow cones for new families, good turnout, \$50 approximate cost

- Suggested looking into another company that is prepared for volume
 - Dinner Night Plans
 - Jason's Deli – September
 - Freddy's – October
 - Chick-Fil-A
 - Chipotle
 - Jason's Deli
 - Fall Activity – Aviate –making arrangements and securing date
 - Paint the Town – will look into for future middle school event
 - Yo-Yo Assembly – September 24, 2:00 PM, Jordan and Kori coordinating
- Hospitality – Leslie Williamson
 - Back to School Gifts for Teachers (T-Shirts, notepads, lotion)
 - Parent Teacher Conferences is next upcoming event
 - Take What you Can Give Board – requests sent to PTO, sign-up-genius coordinated by PTO, dropoff bucket in office, volunteers will distribute items **ACTION: Leslie to set new RCS PTO email for sign-up genius account**
- Member-at-Large – Sara Peiffer
 - \$25 Amazon giftcards for teacher birthday gifts
- Box Tops and Fundraising – Megan Sullenger
 - First Friday has occurred
 - Used uniform sales – considering set out for PT Conferences for parents to replenish for fall/winter
 - Dillons information was updated, note new number, will be posted in bulletin
 - Amazon Smile discussion – small percentage and difficult to get approval process, **ACTION: Megan will investigate more**
- AR – Ginny Ely
 - Will coordinate for quarterly redemptions
 - Clarification of AR point process
- Trash Bags/Banners – Ed Williamson
 - Started collecting orders today
 - Thursday need another counter
 - 27th of September distribution target date
- Communications – Sarah Holliday
 - PTO Brochure is complete – distribute to all parents
 - Newsletter Goal – communicate fundraising efforts and results, user friendly links, QR codes for newsletter/Dillons rewards
 - **ACTION: Sarah promote matching gifts program**
- **Teacher Representative** – Dawn Hay
 - Chocolate Wednesdays was requested by teachers

- **Principal's Report** – Kori Heiman
 - New staff is fitting in really great (Kindergarten, PE, Music, Special Needs Coordinator)
 - Having weekly meetings with Fr. Schemm and communication is good
 - Website updates were made, look at and see if anything else needs updated
ACTION: Kori provide Sarah Holliday login info to update PTO information
 - Teacher slush fund – determine total budget for year, discuss at next meeting
- **Old Business**
 - Motion made to accept Jessica Skladzien for Activities Co-Chair 2018, all approved
- **New Business**
 - Next Meeting: October 9, 7:00 PM

The meeting adjourned at 8:03 pm.