

Parent and Teacher Association

St. Margaret of Scotland - Tuesday, December 8, 2015

7:00 p.m. SMOS School Cafeteria

Board Work Meeting – Minutes

Attendance: Emily Schiltz, Tom Littlepage, Emily Edgell, Jennifer Lederle, Erika Rembert, Mary Lisa Penilla, Shannon Fogarty Fisher, John Leimkuehler, Meg Stotlar, Susie Agniel, Emily Cullman, Katie Puckett, Julie Hesed, Emily Straka

1. Opening Prayer – Emily Schiltz
2. President’s Report – Emily Schiltz
 - a. Teacher/Staff Christmas gift vote
 - i. Vote was unanimous
 - ii. All requests were granted, all are happy
 - iii. Julie Hesed - thank you, thank you
 - iv. End of meeting, all will help write teacher/staff cards from PTA
 - b. Coverage for lunch and recess duties for Teacher Christmas Appreciation Lunch
 - i. Only 2 responses from newsletter, 9 from email (Meg got 3 responses for Trivia)
 - ii. Pre-K eats in classroom, needs 3 adults to cover, 11:30-12:30 for volunteers, Pre-K will adapt for the day.
 - iii. Cafeteria/Recess needs 6 volunteers to cover, Kristin Byrne & Pat Michaels will be outside, they are frequent volunteers and know the drill.
 - c. Plan: Meet with Fr. O’Toole re: water bottle stations
 - i. Not yet occurred
 - d. Help with Diversity PD?
 - i. JCCA – Emily Schiltz has not been able to contact yet. Mary Lisa Penilla & Emily Edgell will follow up, Emily Schiltz will get contact information.
 - ii. Parish Living Justice Commission will be sponsoring the YWCA presentation series “Witnessing Whiteness” on the second and fourth Tuesdays of the month from January through June. Will be held in Cafeteria.
 1. How can we deal with conflict of space?
 2. PTA mini-meeting before or after? Build into the event? Condense meetings? One in Cafeteria, one in Faculty Room?
 3. Concerns that PTA has been working to develop strong attendance and involvement with repetition of “Second Tuesday, 7pm in Cafeteria”, how will this scheduling conflict have an effect on attendance for either event.
3. Treasurer’s Report – Emily Schiltz (Julie Sodey out on maternity leave) (No Report – BABY!)
 - a. Review of financial plan/priorities
 - i. Playspace viability
 - b. Teacher Reimbursement update
 - i. Ends on Friday
 - ii. Some checks have not yet been cashed
 - c. Plans for “We Share” beginning in January.
 - i. Big thing – start using WeShare for everything: Second Semester Pizza Day, Steinberg Skating, Trivia Night, Dance.
 - ii. “Go online to WeShare” on flyer for all events

- iii. Two weeks prior to your event, give form to Marsha so she can set up
 - iv. Jennifer Lederle will resend the EventPlanning.pdf form, which will make it easier for Marsha to set up all events.
 - v. Chris Stevens will set up Steinberg Skating. Need flyer design, John L will volunteer.
4. Committee Reports
- a. School Billikens Night – Tom Littlepage
 - i. Sheila is getting tickets
 - ii. Will have SMOS section, seats all together
 - iii. Need numbers of how many will attend
 - iv. 6-7-8th grades will have to sign waiver for NCAA in order to attend since tickets are free
 - v. Advertise for 3-4 weeks prior, RSVP to WeShare, then collect numbers two weeks out
 - vi. Have dates available for December, but will wait until after break.
 - b. Outreach – Jen Lederle, Mary Lisa Penilla, Shannon Fogarty Fisher
 - i. Yard Signs – Printing mistake (supposed to bleed) saved us \$800
 - 1. Get into yards between now and Open House
 - 2. Within Parish boundaries: Kingshighway – Hospitals – Tower Grove Park – Jefferson
 - 3. Jennifer Lederle asked about displaying signs in Parishes without school
 - 4. Chris Stevens will distribute from office, will be announced in Bulletin and Newsletter
 - ii. Meeting Last Week:
 - 1. Yard Signs
 - 2. PTA Packets
 - 3. Fast Direct
 - 4. Bulletin Boards
 - 5. Inserts in Bulletin
 - iii. Flyer Form
 - 1. Would like to make this consistent across all events, not just PTA
 - 2. Help streamline communication effort
 - 3. Ease of use for Marsha to set up WeShare
 - 4. How to distribute for use outside of PTA
 - a. .pdf on FastDirect?
 - b. Announcement in Newsletter?
 - iv. Diversity
 - 1. No on responded to Diversity email
 - 2. 1/19 – 7pm meeting at school
 - v. Welcome / Entrance – Before Catholic Schools Week
 - 1. Outdoor Signage – Sign marking entrance, Sherri designing
 - 2. Mosaic – Crista working, estimates about \$500
 - a. Fits into playspace and outdoor space
 - b. Entry from exterior to interior space
 - c. Make space bright and welcoming
 - d. Sense of fun
 - e. Doors no longer brown
 - 3. Budget – School will pay for paint and sign
 - a. Cardinals Calendar sales made about \$500 could use to pay for mosaic
 - b. VOTE to allocate Cardinals Money to Mosaic - Unanimous yes

- d. Trivia Night – Meg Stotlar
 - i. 3 responses for volunteers
 - 1. Kevin Palka - Volunteer Coordinator
 - 2. Page Jackson – Fundraiser
 - ii. Supplies
 - 1. Ice ordered, need to count chairs and tables
 - 2. 400 Chairs PTA purchased will save \$200 for Trivia Night
 - 3. Wine donated by Parish couple for Auction will be used
 - 4. Beer from other events will be collected from Schiltz’s basement, Chris Steven’s office
 - 5. Anheuser Busch will donate beer
 - 6. Vess sodas donated by parent
 - iii. Trivia will be General Pop Trivia (not Rock Star)
- e. Maggie’s Closet – Becky Ogier
 - i. New t-shirts for children – Did not have for VIP day this year
 - 1. Will have available well before VIP day next year
 - 2. Not white shirts – Navy on white
- f. Special Projects - Emily Edgell
 - i. Teacher Christmas Appreciation Lunch (Emily Schiltz)
 - 1. Qdoba lunch
 - 2. Emily Edgell may spend \$50 on decorations
 - 3. Ms. Hased would like decorations to go up sooner rather than later for enjoyment before luncheon
 - 4. John Leimkuehler will check decorations upstairs
 - ii. Steinberg Ice Skating
 - 1. John Leimkuehler will design flyer
 - 2. Thursday, February 4, 5:00 pm, \$8 admission + skates
 - iii. Catholic Schools Week?
 - 1. Lunch or Breakfast for teachers? - Breakfast
 - 2. Treats for students – SMOS bracelet or trinket?
- g. Play Space Viability – Susie Agniel, Lynne Casey
 - i. Met Father and Mike Diehl, gave spiel, both were enthusiastic
 - ii. 3 year phased construction
 - iii. Need to find money
 - 1. Sweepstakes – Together Counts – daily votes from all families
 - 2. Dole – gives orchards to non-profits, bring trees and helps plant
 - 3. Whole Kids/Whole Foods – gives \$ for green space
 - 4. Schoola.com - Clothes Recycling – online resale, 40% comes back to school
 - a. St. Stephens made close to \$2K first two weeks
 - b. Susie would need help
 - c. Jumpstart in two weeks
 - iv. Julie Hased would like to focus on two fundraising items
 - 1. Reach out to Cheryl Florida and Kathleen Kennebeck who work for Monsanto
 - 2. Look into Home Depot, offer grants
 - v. Architects meet tomorrow,
 - vi. Presentation at January meeting

- i. Teacher Representative – Emily Cullmann
 - i. Teachers have been treated really well this year
 - ii. Luncheon on 12/22 will be really nice
 - iii. Emily Schlitz – working on End of year party instead of holiday party
 - iv. Jennifer Lederle – Amazon wish lists might be a better solution than wishlists.com
 - 1. Can PTA get a Prime account
- 5. New Business?
 - a. Open House – January 31
 - i. Will need tour guides
 - b. Pizza Day – Chelsea setting up for 2nd semester
 - i. First graders running out of time to eat
 - ii. Volunteers need to give no options, just put it on the plate
 - iii. K-2 – NO CHOICES
 - c. Mother/Son Dance – Erika
 - i. Bishop DeBourg was gracious and great, but decorations took hours
 - ii. Looking for smaller location
 - 1. Parish Hall too small
 - 2. Gym too hard to make look magical
 - iii. Jennifer Lederle suggested Cardinal Rigali center (cheap, good space)
 - iv. Erika looking for 3-4 options
 - v. Julie Hesed suggested contacting Kate Bruggemann at MOBOT
 - d. Google Docs –share documents
 - i. Jennifer Lederle will set up
- 6. Adjournment
 - a. Next Meeting:
 - i. Board Work Meeting, Tuesday, January 12, 2015 at 7 p.m. in the School Cafeteria