

Parent and Teacher Association

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

7:00 p.m. SMOS School Cafeteria

Attendees: Emily Schiltz, Julie Sodey, Emily Edgell, Julie Hesed, Angie Reitenbach, Emily Cullmann, Mary Molitor, Jen Lederle, Shannon Fogarty Fisher, John Leimkuehler, Tom Littlepage, Meg Stotlar, Chelsea Deiters, Mary Lisa Penilla

1. Opening Prayer – Emily Schiltz and all opened with prayer.
2. President’s Report – Emily Schiltz
 - a. Emily began by thanking all committees who have been working so hard! So many committees have been hard at work, so starting with thank you is a must – thank you! Remember this year’s PTA dual mantra: Positive attitude and Take new PTA members/parents up one step at a time.
 - b. Update on newsletter via MailChimp, PTA email address, and “We Share”
 - i. Thanks to Phil Speth who came up with the design work – a perfect starting point! 60-70% open rate compared to 15% usual. Members should let Emily know by last week of the month if they want something included for next month’s newsletter. Very open to extra info or feedback.
 - ii. PTA email going well, a few after newsletter. We now have capability to send to whole school – no more than 1x per month (in addition to newsletter) – less is more. Outreach, consider this please, if you decide to use.
 - iii. WeShare- 193 guests total registered for BBQ – 93 adults, 100 children. Roll out is primary reason for BBQ use, going very well. Julie Sodey or Emily through Marcia will have capacity to put into system for future events. With business office as lead, system becomes institutional well beyond this PTA board.
 - c. Documenting timeline of year
 - i. Please make an effort to document this for future PTA leadership, to pass through knowledge for future and enable us to respond to the changes in the school.
3. Treasurer’s Report – Julie Sodey (Treasurer’s Report handout, September 2015, FY 2015-2016)
 - a. Current balance / Projected expenses and committed funds
 - i. Pizza day always generates a lot of funds right up front, about \$34K deposited to date. \$450 from Steve’s Dogs (Dine Out) – more than expected!
 - ii. \$4300 in expenses in August.
 - iii. Keep in mind: We have committed to uses for much of banked money (e.g. playground, chairs, field trips), so it’s not just sitting there. Projected Major expenses 2015-2016 are detailed in the Treasurer’s Report.
 - b. Teacher \$100 supplies donation
 - i. Final policy – Teachers can turn in receipts and not get taxed, or not turn in receipts and get taxed. Receipts due by end of tax year. \$100 for lead teachers, \$50 for assistants. Emily Cullmann expressed tremendous thanks on behalf of faculty, no one turned it down! Julie H. reiterated thanks. Emily S. shared a story about how new/first time teachers especially seemed to appreciate the help since starting from scratch.
 - c. Discussion re: contribution to Money Market account – Emily Schiltz
 - i. Even with projected expenditures, there will be a projected \$10-15K remaining funds – Emily S. asked board to consider what to do with those funds: some ideas:
 1. Use part of open meetings to field ideas from parents who come?
 2. Board members at table now could table ideas to introduce at open meeting?

3. Put money in Money Market acct and think about big capital expense – keep in mind that all PTA members who set up must have input on final use of funds.
4. Ideas: Meg Stotlar – wire for air conditioning – no idea how much that would be, cafeteria was around \$25K; Jen Lederle – Water bottle dispensers: PTA Board members supported and voted unanimously that this was an immediate idea to explore, Emily S. will explore with Mike Diehl; Katie Puckett – safety bucket (Emily C. will explore details with Katie); more iPads: Emily S. asked Emily C. to clarify a vision for iPads – Emily C. thinks they are desired for students vs. teacher use, though they perhaps in hands of teachers they could make the SmartBoards more user-friendly? (Emily C. will explore with faculty); Add to Money Market? About 12-13K(?) in there, and we haven't made a donation to the MM in last two years. Meg S. suggests that we save for a big expenditure that we might not even know about in a few years when we settle in to the 450 number, Julie S. agrees. Ang R – playground enhancements that engage older students, e.g. basketball hoops – Jen Kavanaugh is also painting the blacktop with some games. Julie H. noted that the intention really is to resurface the play surface next summer, Julie thinks that some members of PTA could work with landscape outdoor committee as that unfolds.

4. Committee Reports

a. Welcome/Mentors – Angie Reitenbach

- i. Going well for most part – anecdotally, transfer families feel really welcome, lots of good questions, and know what to ask – every grade 1 – 8 has transfers – really excited about how that's going. Preschool families seems well, but not as much feedback. Coffee a huge success 2nd day from Panera – nice touch, people appreciated, kept people on parking lot talking – do it again! Late registrants: Angie is getting regular updates on new families every 3 days; Chris in office even suggesting matches. Re: transfer families: Consider a middle school orientation especially for those transfer student families. Later than early August. FastDirect info needs!

b. Outreach – Jen Lederle, Mary Lisa Penilla, Shannon Fogarty Fisher

- i. Next Meeting: Oct. 5th 7 pm in Canmore Hall. Small group meeting about diversity with School Board rep this month. Bulletin insert by end of month – info due by Oct. 5th, for Oct. 11th bulletin, in conjunction with mass for classes. Look at PTA bulletin boards in school and basement of church. Looking at yard signs.

c. Facilities – John Leimkuehler

- i. John did an inventory of PTA room! Tents, plastic ware, plates, cups, 7 boxes of Martini glasses from auction. Events coordinators can send an email to John to see if we already have what they need.
- ii. Penny Kennedy's Girl scout troop volunteered to help entertain younger children at PTA Open meeting in October.

d. Teacher Report – Emily Cullmann

- i. Teachers want to provide snacks to PTA meeting because we do so much for them – Anna Wilson brought the cheese stolen (Thank you!).
- ii. The \$100 made a huge difference, really appreciated; the new fridge is great, so much room. Chelsea will let Emily know if there's not enough room in the kitchen fridge for pizza, but Emily says there is plenty of room in new fridge for lunches. Will ask at next teacher meeting about preferences for teacher lists. Will send along Oct. 5th date to teachers for submissions to bulletin insert.

<Pizza Lunch – Chelsea Deiters: Ran out of pizza first Friday, has never happened, problem with kids coming whose families didn't pay in time, but then assumed there would be enough. Not an issue of pay – scholarships available, it's being addressed through office. Teachers are placing order for pizza, but they are not charged. Will look at forks situation which PTA can fund if they are not found!

- e. Room Parents – Erika Rembert – will be back at it at end of next week.
- f. Maggie's Closet – Becky Ogier (new t-shirts)
 - i. Pursuing the plain navy/white dragon wrap around t-shirts. Athletic Assoc. was not interested.
- g. Dine Out Nights – Elise Molner (E. Schiltz will report) – update on chairs
 - i. Matthews Kitchen will be in newsletter, Purple Martin (Brooke Roseberry) on list, will check with Steve's Dogs.
- h. Others?

5. New Business

- a. School Dedication – Emily Schiltz (Sunday, Sept 27)
 - i. PTA Board members have been asked to attend and help with chairs. Please come if you can. PTA was a capital campaign donor at \$10K. Wear badges and be present if you can. 8:30 am – set up 200 or so chairs; as mass is finished, help facilitate the comfort of guests who come. Help put chairs back afterwards.
 - ii. PTA Board – request for funding for food – Would we cover light snacks for the event? All board voted yes. Emily will approach Kelly Spencer.
- b. Open Meetings – Emily Schiltz
 - i. Plan for October General meeting
 - 1. Each committee should come prepared with 2-3 sentence intro
 - 2. Mrs. Hased will offer "CoffeeTalk"
 - 3. Committees seeking new members – have info available
 - a. Angie asked about SHOPS to recruit – ok but keep it brief.
- c. Parish New Family procedures – Emily Schiltz
 - i. Parish inspired by our welcome process, Emily's attended meetings. They are looking at welcome dinners.
 - ii. Discuss: shall this be under "Welcome/Mentors"? Yes, says Angie.
- d. Parish/PTA school Mass sponsorship for teachers – Emily Schiltz
 - i. Please come to mass if you can. Will be in newsletter.
 - ii. Mass schedule:
 - 1. Oct. 11th - PreK/K/1;
 - 2. Dec 12 (2/3/4/5);
 - 3. Feb (6/7/8);
 - 4. April 17 (Staff and specials)
- e. Special Projects – Emily Edgell, Mary Molitor, Tom Littlepage
 - i. Back to School BBQ (Sat, Sept 12)
 - 1. Emily Edgell needs help picking up food from Mara, Friday or Saturday – Tom will help, get a truck at Home Depot? Volunteers will help – Tom, Emily S., Shannon. Beer will be delivered Friday to the school. Tom will ice beer and soda, last year they bought the ice. Silver tub in back of 60s building. Emily E. will email sign-up list for bartenders. Wear your PTA nametag at BBQ. No tables and chairs; yes, tents.
 - ii. Testing Week Pretzels (*Date Change! Thurs, Sept 24)
- f. Diversity Speaker – Emily Schiltz

- i. Speaker that Stacey Spruiel had facilitated may have fallen through and Emily S. will follow up. It's unclear if the plan is still that this person is coming in October. All agreed that it's a priority but the timeline should be determined by Julie H. PTA is willing to cover cost (about \$1400).
 - g. Volunteers for PTA committees – Emily Schiltz – handed out lists of volunteers that came back from Packet Day. Please reach out within the next week.
 - h. Other? Emily S. asked Emily C. to announce at Friday faculty meeting about Bus – Per grade level, 1 bus for a field trip per year.
- 6. Open Parent Comment – No non-board members were in attendance.
- 7. Adjournment
 - a. Next Meeting: Tuesday, October 13, 2015. 7 p.m. School Cafeteria. This will be the Open Meeting.

(Submitted by Mary Lisa Penilla, 9/9/15)