

St. Bernadette PTO General Membership Meeting

Tuesday, October 16, 2012

7:00-8:00 p.m.

School Cafeteria

In attendance: Beth Monroe, Denise Richard, Jeanmarie Spradlin, Chris Popeck, Erin Moore, Kim Jones, Jim Shepherd, Amy Burger, Rose Kwiatkowski, Mary Fedorochko, Moe Loren, Lisa McGilliin and 29 PTO members including faculty and parents.

1. Opening Prayer (Spradlin)
2. President's Report (Spradlin)
 - a. A big "thank you" to all those that made the Fall Festival last weekend a success. Special thank you to Mrs. Kwiatkowski, Mrs. Jones, Mrs. Burger and Mr. and Mrs. Barrick who stayed late to take pictures and donated all of their donations back to the school.
 - b. Annual Golf Tournament is scheduled for this coming Monday, October 22nd. Sponsorships and foursomes are still available. Thank you to Mrs. Fedorochko for all of your hard work to date.
 - c. Middle School Locker Solution: Mr. Clapp has a solution which involves disassembling the latching system and installing magnets. He can find the magnets for \$2.03 each and it will take him 5-10 minutes to do each locker. The final cost will be less than \$1,000.00. Mrs. Beeks and Mrs. Monroe have looked at the prototype locker and have approved moving forward. There are approximately 200 lockers to fix. At the Executive Committee Meeting last week it was voted on that the PTO will pay for this project. This made Mrs. Lichtenberger very happy.
 - d. Bookkeeper Position: We are lucky enough to have Mrs. Stubbs, who is a bookkeeper by trade, volunteer her services this year. Mrs. Stubbs would handle all bookkeeping required by the PTO. Mrs. Spradlin called for a vote - it was unanimous to have Mrs. Stubbs as bookkeep for this year. A thank you went out to Mrs. Stubbs for volunteering her time.
3. Treasurer's Report (Shepherd)
 - a. Distributed Balance Sheet and Budget Overview report and reviewed format.
 - b. Items with a * means that there was a change in that account during the month.
 - i. Half of the teachers have put in requests from their classroom enhancement budget.
 - ii. Some of the PTO dues have been received from the Parish Office.
 - iii. Uniform Exchange Program is going well.
 - iv. Cultural Arts Program – Step Afrika was a nice program.
 - v. Money for the field trip buses has already been expensed.
 - c. Questions? None
4. Room Parent Update (Kwiatkowski/Burger/Jones)

- a. Fall Festival Update: Thank you to all for a great successful event. Knights ran out of food by 2:00 p.m. Original order of 25 pizzas was sold out and another 20 ordered with only 1 pizza left.
 - b. Halloween happenings: Mrs. Fedorochko and Mr. Marulli are coordinating this event. The parade will be at 2:15 p.m. and ice cream sandwiches will be served afterwards in the classroom.
5. Ways and Means (Fedorochko)
- a. Golf Tournament – October 22 – Springfield Golf and Country Club, hole sponsors and foursomes are still available. This year's give away will be umbrellas – ones that will fit in your car.
 - b. Super Auction – February 2nd – Springfield Golf and Country Club. All but 2 classes have themes for their baskets. First set of corporate letters have been sent out for donations. Teacher Parties are always a hit, so get your ideas in.
 - c. Recycling Day – This will that happen in the spring – more to come.
 - d. Playground Renovations – Mrs. Fedorochko is still working on the bids for the playground. It is a longer process as she is getting bids based on several different criteria (with mulch, with padding, self-installation etc.). Will include addressing the field drainage issue, adding a soccer field, a track, expansion of the playground to include the preschoolers and kindergarteners, basketball court, hopscotch etc. None of the current equipment will not be discarded. This project will cost a substantial amount of money and will be done in stages. Looking into setting up a new DIAL account for the funds being raised.

Questions:

1. Mrs. Glenn asked how the PTO sets goals for fund raisers. Do we ask parents, staff and teachers? Mrs. Fedorochko explained that yes the whole community is asked for suggestions on what the fundraising events should be allocated to and then the Executive Board makes the final determination. Mrs. Glenn followed up that the school does not have a reading resource room or the resources to accommodate the different reading levels she had in her class. *Mrs. Glenn was not referring to our Learning Resource Program. She was referring to supplementary classroom resources – copies of reading books for different student reading skill levels.* A reading resource room would not be expensive to set up. Mrs. Fedorochko followed up that the PTO can't create or secure a room for this but we are re-establishing the Teacher Wish List Program and this is a way to give back to the teachers and to get those books and resources that they need. We will have spots available at the auction that would allow a parent to bid on such resources. Teacher Wish List – Mrs. Peckl says thank you for bringing this back. Mrs. Fedorochko agreed – very important. Teachers can ask for anything they want on as part of this Teacher Wish List program – gift cards, books, supplies – etc. Mrs. Potochney added that early on

during her tenure at the school it was recognized that this was an issue so this is why she used revenues from the Book Fair to have the beginnings of a reading room with the 2 shelves that have been dedicated to this in the library. Mrs. Fedorochko said we can also use Barnes & Noble night to gain some of these resources as well. Mrs. Coyne also commented as a new teacher there are many avid readers and that the Basil system is good for a foundation. She knows this will take time but well worth the money and will help the children.

2. Mrs. McGillin asked if the Executive Committee was solely responsible for making the decisions that the PTO funds would go to the playground renovation. Mrs. Fedorochko responded that this proposal for the playground renovations was discussed this summer among the Executive Committee, Mrs. Beeks and Mrs. Richard. Mrs. Ginty followed up with last year there was a surplus funds spending list. Were all of those items satisfied before it was decided to move ahead with playground renovations? Mrs. Fedorochko stated that Mrs. Pilone and Mrs. Molinari of the previous PTO Board are here too and are better suited to answer the inquiry of the surplus funds spending but one of the items that was on that list was playground renovation as suggested by Mrs. Salvatori.

6. Principal's Report (Monroe/Richard)

- a. Thank you to Mrs. Kwiatkowski and all of the rest of the volunteers that made the Fall Festival a huge success. Thank you to Mrs. Fedorochko for the Angry Birds and Monster High gift baskets for the raffle. A big thank you again to Mr. and Mrs. Barrick for the pictures and donating back over \$500.00 in donation monies.
- b. Thursday will be a Regional Earthquake Drill at 10:18 am. It is a 90 second drill where they will talk through the drill and practice the duck and cover procedure.
- c. The Diocese of Arlington has issued a new Volunteer Code of Conduct. It will be sent to all parents via email. It will need to be read and then signed and returned.
- d. Middle School students have been writing letters to students at our "sister school" Holy Name Catholic School in Ketchikan, Alaska. Other grades are doing projects as well.

7. Closing Items and Prayer (Spradlin)

- a. Call for Final Questions:
 - i. Mrs. Buswell asked if the Auction Funds will be used for playground renovations this year and going forward and will there be something done this year? Mrs. Fedorochko said it will be this year's auction proceeds only slated for this renovation. It will be up to the next PTO to determine what that year's auction proceeds will be for.
- b. Closing Prayer

Meeting Adjourns 7:30 p.m.

