



Mater Dolorosa School PTO Meeting Minutes

September 20, 2017 6:00 PM

Meeting called to order 6:05

New officer introductions and induction

Taking nominations for fifth board member, for a volunteer coordinator

PTO liaisons –

- Father says he will be the Parish liaison
- School Board – 3rd Tuesday of the month – let us know if you are interested. Beth Duggan on board for one more year and happy to serve in this capacity, unless someone else wants the opportunity (they can shadow her).

Secretary report – were posted online in May, not available at meeting; will be sent with meeting minutes

Treasurer report – reviewed expenses since May, current year expenses – ending cash balance of est. \$7500 as of 9/19 – motioned Matt, and 2nd by Robin- Approved

Principal's report –

- 196 students this year – school choice and charter schools making an impact on enrollment in all public and private schools
- Kitchen duties may go to Sodexo (who will employ the staff, and save school \$)
- May not send home monthly but will post on the MD website parent page
- Updating databases by family info sheets – waiting on a few more
- Shelter in place drill done
- Reunification drill upcoming (Oct. 11 or 12)
 - Secondary locations in case of school emergency – if social center not available, go to St. Jerome Church or American Legion. Mrs. Rex just entered an agreement with Holyoke Charter School – reciprocal agreement to house students in emergency (i.e. gas leak). Buses can be called in very quickly in an emergency. Can stage at church or Legion until buses arrive
- Canceled Wright Flight program – need 8 students, only had 4
- Battle of the Books registrations are out to students, due by end of September
- Open House is Oct. 5th

Parish report –

- Fall festival in a month – Oct. 21-22
 - PTO to do bake sale again
 - School volunteers to help, letter going out soon. Set up on 19th

Final 2016-17 business

- Paid a few late submissions from teachers – about to close the FY17 books

2017-18 New Business

- Updated bylaws
 - Added June meetings to help transitions of board from year to year
 - Added Dec meeting to eliminate long time between busy winter events
 - No parent dues!
 - Board discretion for spending increased from \$50 to \$100
 - New position description – volunteer coordinator
 - No quorum – never have to cancel a meeting due to lack of attendance. Board can make votes if not enough in attendance
- FY18 budget
 - Monthly reports will show proposed vs current each month (to show how much has been spent on given line items), as well as final amount available
 - Change verbiage from “bus cost” to “field trip” to give teachers more spending flexibility
 - Motion to approve: Robin, Emily 2nd – BUDGET APPROVED
- Review Sept. activities
 - Parent welcome meeting
 - Preschool meet & greet – coffee and donuts on day one – next year will split from one day into two to capture those who don’t start on the 1st day.
 - Teacher meeting – Eric met all staff, shared what we want to do this year, how to better communication
 - Spaghetti Supper – served 350 meals, net \$950 (typical for 1st month as we replenish supplies)
 - Ice cream social – 140-150 people
 - Babysitting – 1st session 9/23 second session 10/7
- Upcoming events
 - Fall festival – bake sale, and volunteers to general booths/set up/etc.
 - Adult open gym basketball – to start in October. Info to follow at a later date
 - Halloween movie night
 - October spaghetti supper

Open discussion

- Monthly packets will be given to teachers to distribute to families for monthly supper sponsorship will include parent info flyer, event flyer, and tickets for presale.
- Andrea – combine fall festival and bake sale sign ups
- Eric –homework to all in attendance: help us recruit attendees at monthly meetings – as an incentive, parents who will be entered into a raffle at each meeting – winner gets \$10 credit to use for before/after school program, or \$10 to spaghetti supper (winner’s choice)

Meeting adjourned at 7:10