

St. Rose Parent Guild Meeting Minutes

October 21, 2011

(Approved November 10, 2011)

I. **Official opening of Meeting/Prayer:** Called to Order by Nora Boyle at 8:15 am in the St. Rose School Library.

II. **Mission Statement:** Jennifer Gannon

III. **Attendance:**

Nora Boyle	(P)	Jennifer Gannon	(P)
Sylvia Fauria	(P)	Jill Jahn	(P)
Julie Trevino	(P)	Suzette Eickman	(P)
Ms. Smoley	(P)	Jill Kornak	(A)
Lisa Chester	(P)	Kelly Hyde	(P)
Tonya Tretter	(A)	Margo Weir	(P)
Ivy Poggi	(P)		

Parent present: Angie Mille, Box Top Coordinator

IV. **Correspondence:** Received thank you cards from Mrs. Gebhardt and Mrs. Oros for their gift cards.

V. **Approval of Minutes:**

Motion was made by Nora Boyle and seconded by Kelly Hyde to approve the minutes of our September 21, 2011 meeting. Motion carried.

VI. **Principal's Report: Ms. Smoley**

- Mrs. Smoley would like to acknowledge Mrs. Fratis retirement with St. Rose School. Mrs. Fratis has served 45 plus years with the school. A mass will be held in her honor on November 4, 2011 at 9:00. Mrs. Fratis has been our lunch and yard duty aid for the past 5 years. Mrs. Fratis has also been active in past in several positions with the school. More to come regarding a celebration after the November 4, 2011 Mass. Thank you Mr. and Mrs. Fratis for all you have done for the school and the parish. Enjoy your retirement!
- Enrollment: 305 students not including 4/DK students who will be coming in December, January and February of next year.
- Catholic Identity:
 - A big thank you to Signs Now and Teresa Gonzales for creating and acknowledging a sign for Fr. O'Reilly's birthday with his favorite scripture reading which is posted in the courtyard.
 - All the classes choose a scripture related to their mission or class which will be posted in their classes.
 - Kids Can Food Drive is going on and will go on until November 4, 2011. Our goal is to exceed as a school and not as individual classes.
 - Our next student community service project will be the Turkey Fund Drive.
- Instructional Program:
 - Administrative team is working on our in-depth studies for our Language Arts program including Catholic Identity. More to follow in our next PG meeting.
 - 6th grade going to Marin Headlines next week, Wednesday-Friday, October 26th-28th.

- Italian Language Instruction- An instructor has been hired for our after school Italian language program.
- School Library – Karen Siino has been hired as our Library Coordinator. Mrs. Fauria and Mrs. Gouran are helping out in the library to finish bar coding and cataloging. Library will be open to all 5th - 8th graders during their lunch hour.
- Technology:
 - SRS Schoolyard – Parent Registration is required to access the Schoolyard Web-site. Great feed back and helpful questions are coming in as we transition. Encouraging parents to read their teachers pages and the home page for the Newslite articles and any updates to assist in Schoolyard use.
 - Grades are now online at “Grade/Reports” on your child’s teacher’s page.
 - Website Launch – In progress.
- Student Activities:
 - Football: Last Football game on Saturday @ 2:00 pm.
 - Cross County and Volleyball are in progress and going strong.
- **ACTION: Ms. Smoley to present Standards for Catholic Identity on our next PG meeting, November 10, 2011.**

VII. President’s Report: Nora Boyle

- Budget Planning: PG proposes to CSAC the fundraising budget who in turns presents it to Ms. Smoley and Fr. O’Reilly actual budget for the year. PG is working hard to be more pro-active with the budget.
- Jill has been working hard to present some spreadsheets for our budgets.
- Lisa has been doing a fantastic job conveying to the Auction in submitting a budget for the Auction.
- Reviewing the Marketing/Communication position putting it more in line with our Strategic Plan.
- Hospitality: Making some changes in being more active in the PG evening meetings. Making them more Hospitality and hopefully to raise parent attendance.

VIII. Vice - President’s Report: CSAC – Jennifer Gannon

- Due to other plans Jennifer did not attend the last CSAC Meeting. The prior agenda was to continue working on the long term objectives and the one year goals.
- Action steps taking place. Hopefully to be completed by next month.

IX. Treasurer’s Report: Jill Jahn

- In the process of working and completing the budget sheets for 2011-2012.
- Working to giving each fundraising event a budget to work with.
- Will be working on the 2012-2013 budgets in January 2012.
- Auction response: 33 tickets sold.
- **ACTION: Financial report to be published in the Messenger under the heading of “Financial Corner” for the different fundraising events.**

X. Hospitality: Julie Trevino and Jill Kornak

- Jill and Julie working on ideas for a hosting an evening PG meeting (pizza and movie night for the kids, and a wine and cheese for adults).
- Talked about hosting an evening PG meeting on a quarterly basis.
- Also having a babysitting come in for the evening meetings. Several solutions were discussed on the babysitting issue.

- Ideas and suggestions were discussed on making the PG evening meetings a success like having drawing contest, raffle, free dress tickets, etc.) something that would get more parents involved in coming to the meetings.
- Mother/Daughter pajama party event set for May 3, 2012 in the Parish hall. Some good ideas were tossed around for the mother/daughter event such as having a mother/daughter duet, minute to win it games and a mother/daughter look a like contest.
- **ACTION: Julie and Jill to submit budget report for the Mother-Daughter event.**
- **ACTION: Write up a plan (budget, donations and babysitting) and submit to PG and Ms. Smoley for our January evening meeting.**
- **ACTION: Lisa to get information for the company who sets up movie events.**

XI. Room Parent Coordinator: Margo Weir

- Teacher favorite forms were sent home to all room parents.
- Welcome the Morek family to St. Rose. Justiss is in the first grade and they also have a pre-schooler.
- **ACTION: Margo to send out the teacher's gift fund budget to all room parents.**

XII. Service Points Coordinator: Ivy Poggi

- Thank you to all who have stepped up on filling some point positions.
- Sports point position still need to be filled.
- Crab Feed Team Chair position filled by Jay Poggi.
- There are still families who have not fulfilled their points and possibly being billed \$1500.00 for unfilled points.
- Live Auction Coordinator position still open.
- **ACTION: Lisa to e-mail Jay regarding scheduling an appointment with Maraviglia to get going on the Crab Feed ticket sales going before Christmas.**

XIII. Fundraising Coordinator: Lisa Chester and Suzette Eickman

- Auction event up and running. Expecting to reach its goal of 248 Attendees.
- 500 invitation printed
- Auction goal is to have 200 items donated currently we have a total of 120 items donated.
- Have a special talent to share "Sign up Parties" are back – Any one interested in hosting a party of some sort please contact Suzette Eickman.
- The on-line auction was brought up to maybe appointing PG point position.

XIV. Communications & Marketing: Tonya Tretter and Kelly Hyde

- Presented a new job description for Marketing/Communication Chair position. Open up Facebook to be more interactive and with less privacy issues.
- **ACTION: Kelly to submit an approval to Mrs. Smoley for the new verbiage for the Marketing/Communication position.**

XV. New/Other Business:

- PG Newsletter discussed being e-mailed to all parents along with the Messenger.

- Word out to all parents that “**Cougar Cash**” is available for kids. Please see Mrs. Courtwright for more details.
- Auction Items. Mrs. Brunello suggested to have more parent sponsored item donated for the auction (e.g. lunch with their children) etc., more of a flat rate item than a bidding item. Other suggestions or proposals are welcome.
- Box top incentive program presented by Angie Miller – Discussed ideas on how to promote box-top incentives. Ideas that were discussed were free dress, yogurt gift card, no loop for one month, movie theater gift card, cougar cash, and \$25.00 gift card of their choice.
- Discussed having box-top incentives with the more popular being free dress, no loop for one month and iTunes.
- October 4 through November 1, 2011, iTunes gift card drawing
- November 1 through December 15, 2011, personal pizza gift certificate (44 available).
- **Look for the “No loop for one month” box-top incentive coming soon! Good for the rainy days!!**

Closing Prayer by Nora Boyle
Meeting Adjourned at 10:15 am.

Sylvia Fauria
PG Secretary