

MINUTES

Parent Organization Meeting

September 21, 2011

In attendance

Patty Orton, Kara Duffy, Nancy Murphy, Chrissy Shaughnessy, Tracey Arcieri, Jessica Collins, Michelle Westhaver, Roel Dusaban, Karen Connolly, Fran Adarkwah, Christine DiMestico, Deb Reedy, Jen Ierardi, Dan Veira

Father John, Gretchen Hawley

Opening Prayer:

Father John opened the meeting with a prayer

Welcome New Parents and Introduce New Board Members: (Patty Orton)

Introduction of all new officers.

Review 2011 Year End Minutes: (Tracey Arcieri)

1. Reviewed the Year in Review list from the last meeting.
2. Explained the enrichment programs from last year.
3. Explained how the community building events are a good way for parents to connect in a social way
4. Also a good opportunity for community service hours.
5. Patty did stress that the Parent Org didn't do everything by itself – it is up to the parents and other volunteers to step up and help us out.

Review 2010-2011 Year End Financials/ Proposed 2011-2012 year budget: (Chrissy Shaughnessy)

1. Major change from last year to this year – Parent Org's mission is community building, not fundraising.
2. The school is supplementing our budget for enrichment activities
3. Summer movie night did not make money but it was a fun time for the kids to get together with their friends and watch a movie.
4. Patty mentioned that we love ideas and feedback from parents. We will try to include everything or will give feedback on things we might not be able to include just yet.

Golf Tournament and Advancement: (Christine DiMestico)

1. Christine introduced herself to everyone and explained a little about being the Director of Advancement.
2. Alumni is a big part of advancement as well.
3. Volunteers are needed to help with Golf tournament, Gala, Alumni Committee – supporting the activities brings the funds right back to the school.
4. Word of mouth is a great way to get volunteers and donations from various people and places.
5. Gala planning will begin after the golf tourney is over.
6. Golf Tourney still looking for golfers.
7. Will need help with Calendar drive and Candy drive.
8. 5% of operating budget is a good goal for fundraising.
9. Parent Org and school calendar was great to have in advance especially for working parents.
10. Changing to a new information system – will have an online system

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Upcoming Events:

- **Jim Plunkett (Patty Orton)**

1. 21 plus event – cash bar, open to the community.
2. Tickets will be \$20 in advance or \$25 at the door.

- **Harvest Dance (Tracey Arcieri)**

1. Stephanie Trowbridge is the chair. She needs volunteers to make it a success.
2. First big community event for families. Family Friendly costumes are optional.
3. Great place to meet parents in your class.

- **Book Fair (Nancy Murphy)**

1. October 3-5 (Monday, Tuesday, Wednesday). Katie Lynch is the chairperson for this event.
2. Extended times for families – Monday 2-3, Tuesday 4-7 and online after the book fair has ended for 3 weeks – Everything purchased online will be shipped to the school.
3. School gets a 50/50 split between cash and credits to purchase books/technology/collections .

Enrichment /Parent Ideas (Nancy Murphy/Patty Orton)

1. A Packet was put together and given to the teachers to start selecting the ideas of programs they would like to see brought into the school. Last year we took the top 3 choices of each teacher, compiled it and created a system for the parents to vote on what they thought.
2. Imathimation coming in October for grades 2-5.
3. We try to keep it even across the board for all grades so everyone gets a few programs.
4. NFL Rush – we submitted 6 pictures for a contest to win \$10,000 toward physical education, health and wellness.

Volunteer Opportunities

1. Volunteer sheets for upcoming events for parents to sign up.
2. Christine will need help with Gala, Alumni, etc.
3. Bakers needed for Dance as well.

Pastor and Principal

1. Father John thanked the Parent Org for all their help last year especially with the transition away from fundraising and development. The Parent Org is now helping educate the children with the enrichment programs brought in. The Parent Org is already way ahead of where it was last year at this time.
2. Father John encouraged everyone to play golf or talk to others to play – the weather looks good.
3. Build strong partnerships with Alumni, benefactors, parishioners, people who just want to help support the school.
4. Father John also encouraged everyone to put a sticker on their car to show their support for the school and parish. Mentioned a banner was going to be made for the Daughters of Charity for the 50 years of support. Stickers are vinyl not paper. Signs were sent out to be repainted. Should be back soon. Banners will be added to the light poles on the driveway. 50th, 125th or DOC 50th as well as pictures of kids.
5. Gretchen wanted to thank the Parent Org for everything it has done. She is grateful she has the opportunity to work with us.

Open Forum / Questions / Comments

1. Was asked if the website could be updated – teachers and emails.
2. Facebook group as well as website to keep everyone up to date.
3. Renweb questions brought up. EducationWeb will be the new system hopefully up and running by January.
4. Public school comparison for days vs hours. 180 days or 900 hours.
5. Virtuous class is mandated for all employees and volunteers. Class will be held at school most likely in October. Father John is working on getting a schedule for this.
6. 8th grade raffle at bingo every Friday night. 2 8th graders assigned each week. Money is put aside for end of year activities.

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7. Community service hours will be defined at a later date. Ideas and clarification will be given out. Opportunities for group field trips to different organizations (My Brother's Keeper, etc).

Items for next meeting:

- 2 Agenda item suggestions should be sent to sjsparentorg@stjosephholbrook.com

**Next Meeting:
Parent Organization
October 12, 2011**