

Parent Leadership Team Meeting Agenda

August 12, 2019

Location: Susie Heinemen Residence 1450 Maple Plymouth MI 48170

School Mission Statement: We exist to offer a life-changing encounter with Jesus and equip leaders to transform the culture.

Purpose: To support and enhance the experience for our students both academically and spiritually through fundraising and volunteer opportunities uniting families and staff to serve our parish school while transforming the culture.

Members:

√ Melissa Hunt
Principal

√ Kaelah Lesnau
Secretary

√ Susie Heinemen/Sally Dombrowski
Parent Lighthouse Team

√ Elizabeth Pawluszka
President

√ Becky Stasevich
Treasurer

√ Maureen Squires
Vice President

√ Angela DiSalvo
Hospitality

√ Emily Ryner
Fundraising

Agenda

- I. Call to Order – Elizabeth Pawluszka 6:53
- II. Opening Prayer – Kaelah Lesnau
- III. Approval of Last Meeting Minutes (July 2019)- approved
- IV. Principal's Report – Melissa Hunt

-They just finished up the final interviews for the final new hire. An offer was extended and Melissa is waiting for her response now.

-New things: we have added another morning mass on Tuesday at 7:15. We will have morning mass Tuesday, Wednesday, and Thursday at 7:15. The new time is due to the new start time of school.

-we have finalized some more hires, two of which being Angela and Kaelah, as receptionists at the school. Their primary job will be to be Jesus to everyone who walks through the door. We have added another position as a full time administrator Mr. Dang, who will serve as Administrator for Evangelization and Discipleship. All of the teaching positions have been filled (God willing tonight). Mrs. Lemmer has left and they hired a new preschool teacher, so there will be two new preschool teachers. Tomorrow and Wednesday will be the new hire orientation and they will all get to know each other. God has sent us some great people!!!

The new tile was finished today. Painting is done. Cabinets are done. New bulletin boards are installed. White boards are going in soon. SO many exciting things happening!

Melissa has a few documents for us to review:

-field trip forms. She removed the information regarding parent drivers as we will be using buses for transportation. We reviewed and made a few changes.

-cell phone policy. We need to add something about smartwatches that are able to communicate with each other (fitbit/health tracker watches are ok). The consequences have always been a suspension; zero tolerance.

-Parent Code of Conduct. It has been rewritten quoting the Catechist
We should put in on Gradelink so that everyone sees it.

We are going electronic for all documents!!!

V. Old Business –

a. By laws Creating New Ones/Review/ Approve/ Add to Web

-Elizabeth read through them and thought that Maureen did a great job (we all agreed). If you see anything that needs to be changed, please let her know. Once they are approved, we will add our school name, etc to the top and publish it.

b. Review upcoming dates/events (new teacher week, welcome back teachers, first day of school)

The committee discussed everyones role for the staff breakfast and lunch that we are providing on Monday the 19th and lunch on the 20th.

Meet the Teacher- 8:00 set up. We need to have the spreadsheet for Chairpersons that still need to be filled and solicit people to volunteer. We will have 10 tables, Susie is getting table cloths. Our main focus will be getting volunteers!

First day of school- Susie and Sally will get to school early to set up the ropes, red carpet, tables, etc.

-PLT Volunteer Opportunities- Elizabeth is meeting with Greg to change and set up email addresses. We will have our role@olgcparrish.net

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VI. New Business

a. Treasurer Report- review wording. We need to check the Script website to ensure that it is functioning before it is published.

b. Approval of Web Content for PLT

c. New meeting dates for Sept 12 and Nov 14

We will do September 26th @ 1:30-3:00. We will not meet the the 12th.

Our 11/14 will meet from 9:30-11:00 due to the 1/2 day.

- VII. Closing Prayer – Angela DiSalvo
- VIII. Adjournment