

Parent Leadership Team Meeting Agenda
February 13, 2020
Location: Melissa Hunt's Office 1:30-3:00 pm

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:

v Melissa Hunt
Principal

v Kaelah Lesnau
Secretary

v Susie Heinemen/Sally Dombrowski
Parent Lighthouse Team

v Elizabeth Pawluszka
President

v Becky Stasevich
Treasurer

v Maureen Squires
Vice President

v Angela DiSalvo
Hospitality

□ Stephanie Camalo
Fundraising

Agenda

- I. Call to Order – Elizabeth Pawluszka- 1:45 pm
- II. Opening Prayer – Becky Stasevich
- III. Approval of Last Meeting Minutes January 8, 2020- Maureen and Angela approved
- IV. Principal's Report – Melissa Hunt

-We made some updates to the liturgy calendar; there will not be an assembly after Ash Wednesday as it is already a longer mass. There was also a shift between a divisional mass and all school mass for all students to be a part of the consecration of the Chapel.

- Melissa shared a Parent Survey Draft regarding school communication that will eventually be sent out after revisions are made to see what our school should focus on next year. The goal is for it to be super quick that can be taken on the phone quickly. We all read through the survey- Elizabeth pointed out that responding to a Gradelink email is difficult. Questions 5 and 6 were not printed, but Melissa shared what they were. Maureen pointed out some wording concerns- Melissa noted the change.

-We have seen an increase in the amount of tuition assistance that is provided. There was a lot of tuition assistance that was given out that was not logged in the past. The need for assistance has more than doubled. Tomorrow, Melissa will be sending out an email sharing that the \$91,000 that was given in assistance and asking for

an appeal to donate to the Volbrecht fund. It will also share how people can apply for assistance. This will definitely impact our fundraising. In 2015-16, \$16k was given for tuition assistance, this year the Volbrecht application was \$45K. Any family that applies for Volbercht is contacted by Mrs. Fitch and has the conversation of what that family is truly in need of, so that we can accommodate families better. Sally brought up that people are more likely to donate to a cause that they know and understand. Steph mentioned that we should push out the letter, and not send it out so that our committee has more time to be better versed in what the money will go towards. Melissa has to put stuff out tomorrow due to deadlines for the application for the tuition assistance, but will be more informational as opposed to asking for donations. Steph suggested asking for volunteers who would head up the financial aid committee. We should tap into alumni, reach out to foundations, etc. Steph is comfortable having these conversations, but needs more information.

V. New Business

- a. Treasurer Report- approval for the December minutes. Big expenses were the iPads and the tuition that was given at the Bash, the Christmas Shop. Maureen and Elizabeth approved. January budget- Winterfest snapchat. Attendance was down this year, and we lost \$1,300 which comes out of our PLT cash on hand. We should think of revamping it next year to turn it into more of a fundraiser. Maybe do wristbands, sell tickets ahead of time, etc. Susie had the idea to tie in the Winterfest fundraiser to the tuition assistance since it is in the end of Catholic School's Week. The remaining iPads were also a part of February.
We approved an over budget for purchasing the cones and cart for the playground.
- b. Light house Team update- there will be a book study for 6 weeks starting the end of February on Thursdays from 1:00-2:30 at Susie's house.
- c. Trivia Night May 1, 2020- Kaelah and Elizabeth met with Kylie to work on invites and digital images for marketing. Elizabeth brought up bringing in our own alcohol to the event and mentioned that other schools bring in their own. If we are using this as a fundraiser, the cash bar eats at a lot of it.
- d. FUN RUN May 8 – Contract, Pep Rally
 - Elizabeth has a copy of the contract
 - Pep Rally is April 27th after an All School Mass
 - Steph got all of the water donated for the Fun Run
 - Steph is working hard to get donations from local business for food, etc.

- e. Spots for Next Year Open Board Positions-
 - We need to start letting people know via the Connection what spots are available for next year on the PLT
- f. Fundraising Questions Addressed: Where \$\$ goes, Strategies- all were discussed via phone with Steph.
- g. Discuss How/What Acknowledge Chairs of Committees/Volunteers- the past few years we have tried to do a thank you reception, but the turn out was not that great. Kaelah mentioned a small recognition (flower or something small) during an All School Mass.

VI. Closing Prayer – Kaelah Lesnau

VII. Adjournment