

## Parent Leadership Team Meeting Agenda

March 12, 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:

### 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

v Stephanie Camalo  
Fundraising

## Agenda

- I. Call to Order – Elizabeth Pawluszka
- II. Opening Prayer – Becky Stasevich
- III. Approval of Last Meeting Minutes February 13, 2020- will approve next meeting
- IV. Principal's Report – Melissa Hunt
  - Virus update- there is now an AOD emergency website that we will follow protocol as mandated by either them or by the state. A lot of interventions have been in place such as a "sick room" as well as teachers preparing for e-learning and what that would look like. \*during our meeting, we were notified of school closing on Friday and Monday.
  - Next tuesday, the 17th is the spirit day-wear green for St. Patrick's Day! There will be a leadership assembly after mass on the 19th for the dedication of the new chapel.

-PD for the staff: a consultant was hired to come in to teach about workshop style teaching and small group learning. Teachers will be able to view model classrooms.

-Students and teachers have come up a Lenten Challenge for mass participation in place of the Division Liturgies on April 2nd. Family masses will be promoted to try to get 20 families to attend. If we meet our challenge, we will plan an outdoor mass and a Eucharistic procession (on May 21st) followed with a school wide picnic with Jesus in downtown Plymouth.

-Graduation is going to look a little different this year-they will be calling up students individually and having parents share 3 accomplishments for their student to be shared.

-The communications survey is ready to be pushed out- sending it out will be pushed back due to the virus- it will be sent out on 4/1 (likely later now) April 3rd is our Pre-k 4 and kindergarten round up. While the kids are at Round up, the parents will be invited to the Parish house. If any of us are available to be there for hospitality and to promote parent volunteers, it would be appreciated.

## V. New Business

a. Treasurer Report- February: the budget has not been finalized as Nancy has been out sick. As discussed in our re previous meeting, we did take a loss with Winterfest this year, but we had a little bit of income from Bushes and Script. There were a few teacher reimbursements for STEM activities, etc.

There is a meeting next week to set the budget for next year.

If any committee chairs have any receipts to be turned in, we need to have them so that we can get the budget set properly for next year.

b. Trivia Night May 1, 2020-we met with Kylie to create an ad that is currently circulating- registration is currently open We still to have a find cash bar. Stephanie suggested using the same people for the Trivia Night and the Fall Bash.

## C. FUN RUN May 8 – Contract, Pep Rally

Steph is the point of contact. Melissa has signed the contract. We can set up the website 2 different ways: either straight donation or pay per lap. The

website is set to open on 4/3/20, but does not need to be ready until the pep rally on 4/27.

We will need parent volunteers. Melissa will handle all communications for the school- text blasts, emails, etc

D. Staff appreciation week- Amity will be at our meeting on 4/2 to discuss the teacher luncheon. Elizabeth has a schedule for possible assembly times and will discuss with Susie to book the assembly.

E. March madness 3/26- canceled

F. Open board position update- there have been no applicants for the vacant positions

VI. Closing Prayer – Kaelah Lesnau

VII. Adjournment-3:00