

Parent Leadership Team Meeting Agenda

Date: 8/6/2020 12 Noon

Location: TBD

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/
Danielle Suhy
Secretary

√ Susie Heinemen/Sally
Dombrowski
Parent Lighthouse Team

√ Sean Bartolucci
President

√ Becky Stasevich
Treasurer

√ Justine Jefferey
Vice President

√ Angela DiSalvo
Hospitality

√ Stephanie Camalo
Fundraising

- I. Call to Order- 12:14
- II. Opening Prayer
- III. Approval of last meeting minutes- Steph and Justine both approved
- IV. Principal's Report
 - A. School Reopening Plan- ready to submit TODAY (8/06/20) with the plan and video. A letter will go out to the families and will be titled: "Reopening Plan"- Melissa read the letter to our team and shared the video that will be attached to the letter. Sally brought up dismissal and how it may be difficult for students to find their cars. Sally asked if they will need masks in gym- and the answer is no. A parent wants to start a carpool committee to help those families that use the buses to find other means of transportation. We do have a huge influx in new families and we have to make the buddy program very welcoming!

B. Update on Hiring

We have been conducting thorough interviews and unfortunately the top candidates declined. We are currently recruiting for the math and science position and are asking staff members to think of people that they may know to bring us the right person. Melissa is confident that we will have the right people. Sean brought up sharing resources with schools that might not be going back full time- and Melissa is in talks with some high schools. The preK-3 teacher has been hired and will be announced tomorrow. Jolene will be going on maternity in October and has been working with Tom with her replacement.

V. Treasure's Report

1. Recondition of 2019-20 financials- best guess for cash balance is under \$40k. We will approve the budget at the next meeting on 8/20. Sally asked for the Leader In Me expenses and Becky provided.

Becky shared the check request form for us to use- and reminded us that we are a tax exempt school and should not be paying sales tax. Becky asked Melissa to double check the staff who receive the \$300

reimbursement.

VI. Outstanding Business

A. Fall Bash Update

1. Committee Meeting date- we will be meeting on Monday via zoom to get everything laid out and then run with the volunteers that are needed. The biggest help we need is getting auction items.
2. October 2nd is the date! We need to submit for a new raffle license to pull 50/50, tuition pull, and class raffle. Walgreens is coming on as a sponsor. The poker part is locked in. Steph is working to get the tent, table, heaters, etc. We are doing finger foods with Andiamo and will have servers as to avoid Buffett style. Vodka has been donated and she is in contact with a lot of other distributors to get donations. Steph has all of the decorations (green dice, glass bowls, cards) Steph is getting an ask out to Meijer for all of the mixers, cups, ect. Melissa had a meeting last night and has now partnered with Picnic Basket and is willing to donating. There was a suggestions to do the wine bottle raffle and recommended doing acquisition party where to "gain entry" you have to bring something for the silent auction (wine bottles, gift cards, etc). For Teacher Features- instead of highest bidder, we could do pay \$100 per ticket to have a spot at the teacher feature (for example- 20 kiddos can pay \$100 to go to get ice cream with their teacher). There are a few auctions items secured- beer basket, car for the weekend, Sun and Snow.

- B. PLT Introductions- Sean will send an email out to everyone asking for a short summary of who we are, why we are on the committee with a family picture. If everyone can do it by next Friday, that would be great!
- C. Student and Staff shirts- will be sold at Meet the Teacher for \$10- staff shirts will be given to them on the 18th.
- D. Communication of MAP to STAR testing- as Melissa prepares that info, she will share it and we will provide feedback.
- E. Next 30 day look ahead
 - Kaelah discussed New Family picnic on 8/24
 - Staff breakfast on the 18th.
 - There will be reserved rows for staff member at the 6pm parking lot mass on the 19th. Melissa wants us to somehow welcome the staff with chalk on the spaces in the parking lot.
 - Justine will do the fruit for the breakfast on the 18th, -Susie will get juice for the breakfast, Kaelah will order quiche and donuts
 - We will order boxed lunches on the 21st for the staff- Melissa will contact the Picnic Basket

Habit Hop/Fall Fest Date: should we move it to the winter due to everything with the FallBash? We are thinking January/February at the end of Catholic School's Week.

VII. New Business

- A. Gaiter OLGC Face Masks- it will all be in the Spirit shop and hopes to sell at Meet the Teacher with spirit shirts

Meeting times were discussed for the remainder of the year: Thursdays from 1:30-3:00. Plan for two each month and maybe use 1.

UPCOMING IMPORTANT DATES:

8/18/20- Teacher Breakfast, set up at 8am outside the JP2 Room

8/19/20- Welcome Back Chalking- church parking lot before 6 pm mass (maybe do 8/18, depending on weather)

8/19/20- Popsicles in the Park, 4pm-6pm, Township Park

8/24/20- Meet the Teacher 9-11- need volunteers to sell spirit shirts

8/24/20- New Family Picnic- 11:30-12:30 on school grounds

UPCOMING PLT MEETINGS

8/20/20 @ 10am *Location TBD*

VIII. Closing Prayer-2:07m