

## Parent Leadership Team Meeting Agenda

Date: February 4, 2021

Location: ZOOM

**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 Jeffrey  
*Vice President*

√ Angela DiSalvo  
*Hospitality*

Stephanie Camalo  
*Fundraising*

- I. Call to Order- 1:04
- II. Opening Prayer- Melissa Hunt
- III. Meeting Minute Approval- no minutes were taken at the Open Meeting on 1/12/21, but it was recorded and sent out to the school community
- IV. Principal's Report
  - A. Enrollment- over 90% of new families have recommitted for next year!  
This is all thanks to the amazing, dedicated staff as well as the welcoming spirit of our school community. We are thrilled to be adding a full day Pre-K 3 option as well as a section of young 5's. The addition of these younger programs will lead to great growth within our school and will likely lead to the need of three section of Kindergarten in a couple of years. We are still continuing in person tours for all grade levels.
  - B. Open House was a huge success and a lot of positive feedback was received on how it was run this year. Due to the positivity, we will continue to host the event in a similar fashion to provide a more individualized and personal experience for prospective families. Thank you to everyone who volunteered to help with the event.

- C. Catholic School's Week was great and we were able to bring in \$556 for the PB&J Outreach Program. Tomorrow will be the First Friday Adoration with a special guest from Be Loved to lead in Adoration and Worship.
- D. STAR testing will begin next week testing all students in reading and math. We will start with the math section and then reading will be the week after mid winter break with makeups on 2/22 or 2/23. This provides us with really good data on how we can serve the kids and student goals.
- E. We will be having an all school mass on Ash Wednesday. Due to the potential of a larger crowd, there will be a reserved section for school families that morning.
- F. Monday will be the AOD professional development day- no school for kids. The teachers will be offsite in the AM with a virtual PD while they work on the boiler again. In the afternoon the teachers will gather in the Commons to participate in their academic excellence teams to ensure there is vertical alignment to allow for smooth grade level transitions. They will be planning on how they will get kids caught up due to the last year.

#### V. Treasurer's Report

- The December statement was sent last week and Andy and Becky will meet next week to reconcile the budget.
- Income- \$380 from Kroger
- Expenses: \$1,651 in hospitality (yard signs, teacher appreciation, Christmas expenses) and \$766 in teacher reimbursement
- We had additional fundraising income in January (Lincoln \$725, Chipotle \$395, Santa Shop \$522, Box Tops \$67)

#### Fundraising Report

A. Fun Run- scheduled for Friday, May 7th. Advertisement for the event has begun in the Crusader Connection. Kaelah has created a sign up for volunteers to help organize and plan the event as well as for volunteers the day of.

#### VII. New Business

- A. New Music Budget- no longer needed
- B. Crusaders Connect Buddy Program/ Lawn Sign Distribution
  - Kaelah will be contacting Pre-K and Kindergarten families to enlist volunteers to be Buddy families for new enrolling families. With the new family welcome picnic on May 21st, we would like to start making these connections earlier to allow for a smooth transition in the fall. Sally has volunteered to help Kaelah.

- Sean will be facilitating the distribution of the lawn signs to all new families. Kaelah will provide him with the contact information for those who have volunteered to help on this committee. Melissa will provide him with the addresses.

#### C. Teacher Appreciation Week

-Sally will book the coffee truck again for the Monday, May 3rd. If food is not provided, we will bring in breakfast items for the staff to enjoy.

- We discussed the staff appreciation luncheon- we talked about having it outside and using parish staff to monitor classrooms so that teachers can enjoy the lunch.

- Sean will reach out to the committee chairs for the staff appreciation luncheon and invite them to our next meeting so that we can support them where it will be needed .

Our next meeting will be Thursday, March 4th at 1:00 via Zoom.

Our April 1st meeting will be moved up and rescheduled for Thursday, March 25th to discuss the Fun Run and Teacher Appreciation..

Kaelah brought up advertising for open seats for next year and the importance of shadowing the remaining meetings. Spots to be filled: President, VP, and Lighthouse Rep. There has been interest in the VP position and they will be contacted and invited to the remaining meetings.

VIII. Closing Prayer- 2:11