

# St. Anastasia School PTO Monthly Business Meeting Minutes

Wednesday, November 18, 2009

7:45 AM – 9:10 AM

Parish Hall



## Attendance

In attendance were Rosemary Connolly, Principal, six board members and several parents.

## Opening

Board President Carolyn Godlewski opened the meeting with a prayer. Susan Stefanski took a picture of the board for the Parish Directory

## Agenda Items

FIRST VICE PRESIDENT'S REPORT	Theresa Hoiles and Traci Thomas, First Vice Presidents
Project Summary Table - Theresa Hoiles presented a draft project summary table. The PTO event chairs will be asked to complete this form, so the descriptions can be compiled and available online. The summaries will be especially helpful for new families to understand the nature of the commitment and special skills a particular project requires.	
Career Day - Chair Louise Kolesnikow wrote the speaker recruitment flyer, which was sent out last week. She would love to find a splashy keynote speaker, and is open to suggestions.	
Christmas Gifts for Teachers – Chair Maura Reznik is promoting the rechristened ACTS of Kindness Program (Annual Contribution for Teachers and Staff - aka teacher gift program), which aims to encourage parents to voluntarily donate money for teachers' gifts in lieu of too many ornaments, mugs, and candy.	
DISCUSSIONS & CONCLUSIONS	
Movie Night – A new idea was suggested to host an outdoor, monthly movie night during the warmer seasons. The school could sell food such as popcorn, Jamba Juice, or Tumby's Pizza, and receive a portion of the profit. The nights could kick-off with Mass on the Grass. Theresa Hoiles needs a chair	

with AV skills to look into starting this program. Also, a grant could possibly be obtained from the Msgr. Vadakin Arts and Education Fund.

SECOND VICE PRESIDENT'S REPORT	Jacque McIntyre-Winston, Second Vice President
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K-3 Talent Show – Chair Teresa Syta reported the show went smoothly, and was very sweet.

Christmas Show – The chair for the December 17<sup>th</sup> event is Mary Michlovich. Teresa Syta mentioned song preparations are going well.

Teacher Appreciation Lunch – The co-chairs are Gloria Spicuzza and Shawna Wiseman for this February 5, 2010 event.

Room Parents – The Halloween parade and serving treats went well. The next room parent activity is a pizza holiday lunch on December 16<sup>th</sup>.

Portals to Science – Chair Sue Leifield reported the new playground sundial was designed by artistic Mary Phan, who also helped paint last Saturday. In December, the Portals project will be making a portable sundial.

DISCUSSIONS & CONCLUSIONS	
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Miscellaneous Enrichment Activities – Some for-profit, after school activities which have been offered in the past, such as Chess, Science Adventures, and Kids on Stage, were dropped in recent years due to lack of interest. A few suggestions were to direct new offerings to the K-3 grades, as they are not quite as busy as the older students with sports and the play; to offer enrichment programs for a shorter duration, for example, only the winter session; or to join with Visitation School to see if together we might have sufficient interest to make a program profitable enough to be available.

THIRD VICE PRESIDENT'S REPORT	Susan Pearson, Third Vice President
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Golf Tournament – The Men's Club, with Chris Turkmany as chair and an assist from Mike Budzinski, did an awesome job with the Golf Tournament. Twice the number of golfers participated as last year, and there were lots of super Callaway giveaway prizes, too. The \$4,000 profit, on a gross of \$9,500, is double last year's event. This success is sure to generate even more buzz and profit in 2010.

Restaurant Fundraisers – Chair Susan Pearson received a check for \$555 from Islands, who were

very happy with the turnout and would like to do another fundraiser with us in the Spring. A similar event will be held on December 10<sup>th</sup> at Rubio's in El Segundo, with St. Anastasia receiving 20% of sales.

Book Fair – Under leadership by chairs Nancy McMorrow, Nicole Johnson, and Janel Ray, St. Anastasia netted \$2,700 in book credits. We had an option to receive a lesser amount in cash, but school librarian Mrs. Kelleghan preferred the book credits to help compensate for reduced grant funds. Gross sales were \$9,600.

Parish Ball – Susan Pearson's been meeting with ball chairs Milana McDermott and Christina Peck to dream up fabulous big ticket items for the auction. They're considering inviting 20 families to be part of an auction committee charged with reinvigorating the live auction. The committee's already received a dozen auction items from mailed solicitations to area businesses.

Jacque McIntyre Winston suggested setting up an online auction site to allow parishioners who can't attend the Ball to bid on some auction items.

See's Candy – Chair Mary Paquin reported a profit of \$400 from Thanksgiving candy sales. Christmas sales will be offered this month.

Christmas Tree Program – Susan Pearson announced a new fundraising program selling fresh cut Christmas trees. The trees are pre-ordered, and then picked up at St. Bernard's on a set date. The school is not required to provide manpower. The trees are an incredible bargain, and a large percentage (about 40%) of the purchase price goes to the school. St. Mark's School expects to clear \$27,000 from their tree sales; this is their major fundraiser of the year. There are also incentive prizes to the top sellers. Flyers will be sent in the electronic family envelope as well as inserted in the parish bulletin. Chair Susan Pearson will need helpers to stuff the bulletins.

**DISCUSSIONS & CONCLUSIONS**

Parish Ball – Athletic Director Elizabeth Handal is interested in buying permanent, interlocking tile pavers to cover the basketball and volleyball courts to improve safety and to provide a cleaner playing surface. Cars would still be able to drive on the courts. Michael Boehle recommends the product from its successful use at Loyola High School. Elizabeth proposed setting up a special tile display at the Parish Ball to encourage donations for this specific purpose. It could be marketed as "buy a tile" for an \$x donation.

Elizabeth and parent Keith Hebert are also seeking funds to do necessary maintenance to the softball field, which needs grading to fill holes, sprinkler repairs, and similar work.

FOURTH VICE PRESIDENT'S REPORT	Esmeralda Balsz and Stephanie Nuño, Fourth Vice Presidents
<p>Recycling – Chair Sheila Higbie reported the school's printer cartridge recycling program is going great. In addition to receiving a \$500 check from Escrip last year, she recently received a new digital camera, which was presented to Mrs. Connolly at the meeting.</p>	
<p>Westside Thanksgiving Collection – Mrs. Connolly stated considerably fewer items were collected this year, though they were very grateful for any donations gathered for the homeless in Santa Monica. The need for help is much greater during the current economic downturn.</p>	
<p>Thanksgiving Food Drive for St. Margaret's Center – Children are requested to bring food to offer during the school's Thanksgiving Mass on Tuesday, November 24th.</p>	
<p>Giving Boxes for Ascension Parish – Chairperson Therese Guerra will collect the boxes after the Immaculate Conception Mass on December 8<sup>th</sup> to deliver to Ascension, a very poor parish in need of assistance. The gifts are wrapped shoeboxes from one child to another, filled with clothes, toys, candy, and school supplies and labeled with the recipient's intended age and boy/girl.</p>	
<p>Adopt-A-Family – Rose and Matt Fissinger return again as chairpersons of this wonderful project. Mrs. Connolly noted the wrapping and delivering of gifts for Adopt-a-Family occurs the same week as the giving boxes are collected. She suggested bringing your children shopping with you for these gifts, so they can personally select the presents to give to the needy.</p> <p>Class chairs are still sought for 3<sup>rd</sup>, 5<sup>th</sup> and 7<sup>th</sup> grades.</p>	

ADMINISTRATIVE REPORT	Rosemary Connolly, Principal
<p>Report cards will be distributed December 2, barring any unexpected glitches in the system. These are the first report cards to be issued since switching to the Gradelink system. The ITBS test results are also coming out in December. She mentioned the school's math computation scores have continued to climb as a result of adding <i>Simple Solutions</i> to the curriculum.</p>	
<p>Mrs. Connolly received rave reviews from St. Monica High School, praising the caliber of St. Anastasia's graduates now attending St. Monica. Of the freshman earning a 4.0 in their first quarter this year, half were from St. Anastasia School.</p>	
<p>Pajama Day was very popular last year, and is returning on December 11<sup>th</sup>. The students will be paired with another class to watch a movie.</p>	
DISCUSSIONS & CONCLUSIONS	

Missing checks – Following discussion, we agreed children should not be responsible for bringing checks home from school. Carolyn Godlewski will ask Treasurer Herb Klein to mail PTO checks in the future.

### Closing

The meeting was called to an end at 9:10 AM.

Minutes submitted by Sue Leifield.