



PTO MINUTES: St. John Catholic School

*Thursday September 13, 2007
6:00 pm, St. John's School Library*

I. Opening Prayer

II. Introductions, welcome & purpose- A Year in PTO

10 in attendance, everyone introduced themselves. Teresa Mulinazzi-Kempf emphasized that the money PTO raises for the school goes directly to the Operating Budget and that our goal is \$20,000 for the 07-08 year. An overview for the year was given:

Listing of PTO dates and events

Selling:

Innisbrook 08/31-09/21
Trash Bags 01/28
Oktoberfest 09/29
Book Fairs Oct. & Feb.

On-going:

Grocery Cards
Box Tops
HyVee Receipts
Target

Events:

Bingo Night 01/26
Trivia Night 04/19
Kickball Tourney **05/03 new**
Carnival 05/09

While we get cash for the Hy-Vee receipts. The Checkers receipts are redeemed from a catalog. Last year John Callewart, parishioner, bundled up \$100,000 of Checkers receipts for PTO. Many of the items for the preschool were purchased through the Checkers program, with the added savings of not having to pay the freight to get the items shipped to us.

III. Treasurer's Report

The 6th grade Bibles were \$434 and we also just received a \$575 check from Target. This is a rebate style program that gives the school a percentage of what registered Target card holders spend using their Target charge card. The TD2 line item was also clarified...Mrs. Malsbury's take-home meal program will appear on the PTO summary. This allows us to keep the program separate from the school lunch program, which is essential for auditing purposes.

IV. Innisbrook

Review- Denise will need help with orders, and she has emailed those who already offered to help. Please register your students online at Innisbrook so they can receive credit for any online orders that are made. The delivery addressed at the next meeting.

V. Committees and Chairs

Volunteer lists were distributed.

VI. Oktoberfest

Saturday, Sept. 29th. PTO will sell glow-in-the-dark necklaces again. Jane has the necklaces stored and Sarah will coordinate set-up. The banner will be displayed, and Mrs. Newton will coordinate petty cash bag for change. Necklaces \$3 each or 2/\$5. Sarah and Kelly will man the booth, may need 2 more volunteers. Sales will begin at 6:30 and go until 8:30 or when the necklaces are gone.

VII. Bookfair – Karen Rinke

Oct. 22-26 (during Parent/Teacher Conferences) Scholastic will deliver on the 18th or 19th. Set-up will be on Sunday, Oct 21 at 3pm on the lower level of the school. Monday is “preview day.” Volunteers will be needed to be “security guards” and to help students fill out their wish lists. On Tuesday, they will need 2 volunteers during school day. One person will man the register and the other will go to the classes and escort students who brought money to purchase books. The Book Fair will also be open from 3:30 – 4:30pm on both days. Many volunteers will be needed during conferences, with at least 2 people per shift. (Karen Rinke has the list of people who already volunteered and will notify PTO if she needs more help.) Tear-down will begin at noon on Friday. Preschoolers will also be given a tour and more Preschool books should be available during this fall’s sale.

The Library usually gets 30% of the total sales, plus free books. All monies raised go directly to the Library program.

VIII. Parent-Teacher Conferences

PTO has enough volunteers that we will be able to provide meals for our teachers on both Wednesday and Thursday during conferences. Michelle Walthall is organizing this. She has the list for those who volunteered.

Next Meeting is scheduled for Thursday, October 11th at 6 pm in the St. John School Library. Everyone is welcome to attend!

Minutes respectfully submitted by Sarah Rossillon, PTO Co-Secretary

Mission Statement

The Saint John School Parent-Teacher Organization is designed to assist the school Principal with community building and stewardship efforts for the school parish. To this end, this organization will plan social activities for school families and coordinate volunteer efforts both in-and-out-of-school- service programs. In addition, this organization is called upon to assist with fund-raising events and activities. Fund raising

efforts should be consistent with those noted in Archdiocesan Guidelines for School Fund-raising.