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| **St. Bernadette PTO Operating Committee** **Meeting Minutes**(8 January 2019) |

**Date, Time, and Location:**  8 January 2019, 7:00pm EST, St. Bernadette School

Meeting began at 6:30pm EST.

1. **Opening Prayer (Mrs. Dalmut)**
2. **Principal’s Report (Mrs. Dalmut)**
* Discussed the upcoming Open House on 27 January.
* Reported there will be a Day of Giving during Catholic Schools Week
* Reported construction should be done around 22 January
1. **Faculty Representative (Mrs. Krolicki)**
* Discussed Ms. Allman’s 5th Grade Reading Project. Ms. Allman is asking the PTO to help purchase 40 Who Are They books for a non-fiction/biography book report. She is asking for $150. Jackson motioned that the PTO allocate $150 for the purchase of the books. Lorena seconded. All were in favor. Motion passed. Mrs. Krolicki to keep Thai up to date on purchase.
1. **President’s Report (Jackson)**
* Reported the Diocese has received the science fair check.
* Discussed upcoming General Membership meeting. Jackson may not be able to attend and Vanessa may lead meeting. Jackson will circulate agenda before meeting.
* Discussed the chocolate sales and that 30 families still have not returned money or chocolate. Discussed options to help families sell chocolate or return it for the PTO to sell.
* Discussed Family Dance/Sock Hop on 1 February. Planning Committee beginning to meet. There will be blanket making for The Fisher House on Belvoir. Discussed if 8th Grade would want to sell Concessions.
* Discussed pending motions made through email vote. Jackson motioned that the Board purchase a copier for the school, tetherball set, and soccer goals. Lorena seconded. The Board voted on these as below:
	+ The purchase of a copier for the school and for PTO use. All were in favor and the motion passed.
	+ The purchase of a tetherball set, pending Diocese approval. All were in favor and the motion passed.
	+ The purchase of two soccer goals with accessories. It was agreed to hold the vote to find comparable prices locally.
1. **Vice President (Vanessa)**
* Discussed purchase of stage equipment. Vanessa met with Rick to talk about what equipment is already available and what is needed. Some items have been purchased for lighting and microphone stands. If anything additional is needed to purchase, Vanessa will let us know.
1. **Secretary (Blythe)**
* Reported December minutes were approved via email and will be posted by Mr. Snydstrup.
1. **Ways and Means (Frances)**
* Discussed meeting with Rita and Gina regarding Barnes & Noble evening.
* Reported that Panera Bread restaurant night brought in $190.
1. **Volunteer Coordinator (Lorena)**
* Discussed that Family Dance Committee is still looking for more volunteers for the Sock Hop.
* Reported that 13 February is the next Staff Breakfast.
1. **Grade Reps (Jennifer, Rita, Andi)**
* Jennifer reported that the Middle Dance is scheduled for 1 March. Jennifer asked if 8th Grade would want to do Concessions.
* Jennifer reported that indoor recess games have been purchased; there are 6 games per classroom.
* Andi reported that the Staff luncheon is being planned with some difficulty. PTO discussed lunch options.
1. **Treasurer’s Report (Thai)**
* Reported that the disputed line items, EPI and Spirit Wear, were corrected; line item discrepancies fixed.
* Reported that the Winter Wonderland Christmas event ended up being more profitable than originally discussed.
* Discussed current budget report and upcoming purchases. Board’s view is that the next Board will start the year off on solid ground financially.
1. **Open Business (Board)**
* Discussed the Box Top program and when the next due date for Box Tops.
* Discussed Brad talking about the nominees for next year and the possibility of charter edits.
1. **Closing Prayer (Krolicki)**

Meeting concluded at 7:51pm EST.

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| **St. Bernadette PTO Operating Committee Meeting Attendees**  |
| **Position** | **Board** | **Name** | **Present** |
| President | ECOC | Jackson D. Toof | Yes |
| Vice President | ECOC | Vanessa Spendley | Yes |
| Secretary | ECOC | Blythe Belenky | Yes |
| Treasurer | ECOC | Thai Nguyen | Yes |
| Ways & Means Chair | ECOC | Frances Moore | Yes |
| Grade Representative (K-2) | ECOC | Andrea Siegmund | Yes |
| Grade Representative (3-5) | ECOC | Rita Marina | Yes |
| Grade Representative (6-8) | ECOC | Jennifer Senzano | Yes |
| Cultural Arts Coordinator | OC | Gina Soriano | No |
| Volunteer Coordinator | OC | Lorena Holliday | Yes |
| Faculty Representative | OC | Stephanie Krolicki | Yes |
| Charter Chair | OC | Bradley Buswell | Yes |
| Pastor\* | ECOC | Fr. Don Rooney | No |
| Principal\* | ECOC | Barbara Dalmut | Yes |

EC = Executive Committee; OC = Operating Committee

\*The Pastor and Principal are *ex officio* members of the EC.  The Pastor, Principal, and Charter Chair are non-voting advisors to the OC.