

ST. PAUL SCHOOL

PARENT TEACHER ORGANIZATION (PTO)

DATE: February 9, 2010

Time: 6:30 – 7:35; Romans Hall- St. Paul School

Present: Dr. Smith-Principal, Christine Young, Co-Chair, Manny Ovena, Co-Chair,  
Gerilyn Myers, Secretary, Lara Patacsil, Treasurer, Neph Apostle, Auditor

WELCOME AND OPENING PRAYER: Dr. Smith

SCHOOL UPDATES: Dr. Smith

- The newly hired 3<sup>rd</sup> grade teacher is transitioning well into St. Paul.
- Catholic Schools Week was successful. The elders of the St. Paul parish enjoyed seeing the children attend mass.
- Many prospective families attended the St. Paul open house and the children had a good time engaging with the St. Paul school families.
- We are in the process of getting ready for Lent. Parents will be responsible for serving one Friday and the St. Paul staff will be responsible for one Friday.
- Our website continues to be updated. There will be a brief bio on faculty and staff. 60 computers are up and running and 43 have internet access.
- We are in the process of applying for a 3 year grant that includes a plan for staff development.
  - Faculty and staff will participate in an in service training for a web based school management program called Power School. The program enables users to track attendance, grades and any discipline issues. It will also allow users to access students' pictures and stats. The goal is for parents to be able to access this program by next fall.
- We have 46 prospective new students registering next fall.
  - We are in the process of finalizing the school calendar. There will be 180 school days next school year (2010-2011) and school will start before Labor Day.
- ITBS (Iowa Test of Basic Skills) will be conducted in the spring.
  - Parent body may be interested in receiving information from experts on ITBS testing and how the school is utilizing the results.
- There are 3 finalists who will be interviewed for the principal's position next week.

#### COMMITTEE UPDATES: Manny Ovena and Christine Young

- eSCRIPT- Information on how to register for eScript was provided. Several new families registered during the 8<sup>th</sup> grade Family Night event and the Open House.
- WEBSITE-Marci Shimizu, Sharon Wilcox and Mr. Flores updated the website with pictures of the student body and are in the process of providing access to forms and information about various school events.
- HOSPITALITY COMMITTEE-This committee would fall under the PTO and be responsible for greeting and providing refreshments at events such as open house and registration.
- VOLUNTEER COORDINATOR-A description of this position was distributed. Anyone interested should be social and know the parent body. The volunteer coordinator will be supported by the PTO and Room Parents and Administrative Staff will act as resources.
- SCHOOL DIRECTORY-The directory will be included in the family packets next week (2/17).

#### BUDGET/FINANCES:

- The PTO has a balance of approximately \$4518.00. \$418 which was profits obtained from the Pizza Lunch in addition to the previous PTO balance of \$4100.00 reported last month.
- Pizza Lunch flyer will include Pizza Lunch dates through the remainder of the school year.
- Fundraising goal for 2009-2010 is \$5,000.00 and \$10,000.00 next school year (2010-2011).
- Brown Bear Car Wash fundraiser cost us \$2 per ticket to purchase and we can sell the tickets for whatever amount we determine.
- We discussed having a major school event in May. A dinner, Luau, Poker game and Wii bowling tournament were some of the suggestions.

#### PROJECT UPDATES:

- SUGGESTIONS BOX-The parent body was encouraged to use it. Suggestion forms are being drafted in the meantime suggestion/comments may be written on a piece of paper with the writers name and contact information.
- PTO bulletin board will be displayed soon.

#### UPCOMING EVENTS/VOLUNTEER INFO:

- Girls volleyball team is 4<sup>th</sup>/5<sup>th</sup> grade combo is up and running.
- Information about what grade students can begin participating in various sports listed by sport will be available for the website by 2/22/10.
- It was suggested that background check forms be completed by parents during registration if they sign up for volunteer duties.
- Background checks are updated every 3 years. We need to verify with Administration the process for maintaining and updating those records.
- Equipment needs should be requested on the website, parishioner bulletin board and in the parent envelopes.

#### UPCOMING EVENTS:

- Next PTO scheduled on March 9, 2010 from 6:30-7:30.

MEETING ADJOURNED AT 7:35