

St. Anselm School
PTG Meeting Minutes
September 9, 2009

Attendance: Maria Bennett, Terri Dawson, Norma Guerra-Shaner, Kathy Lococo, Diana Matcham, Lisa Dal Gallo, Robin O'Hanlon, Linda Kenton, Kathy Slane, Pamela Hays, Odile Steel, Adele Sale, Cathy Arens, Kassie Livermore, Barb Harris

Meeting called to order by Adele Sale at 7pm after a "welcome back" dinner and opening prayer.

Principals Report – Odile Steel

Thank you to the New Family Liaisons, Kassie Livermore and Cathy Arens, for work over the summer.

Looking forward to PTG Back to School Dinner.

Back to School Night went well and was a great start to the new school year.

Thank you to the PTG for their Financial Aid that was contributed at the end of last year. It helped keep our school community in tact. The Archdiocese is down in enrollment but St. Anselm is up.

Grateful and excited about our new beautiful yard.

Accrediting was successful and we will not have to go through the accrediting process again until 2015. Seven committees have begun meeting to fulfill the action plans put forth by this last process. One suggestion was to have more parent involvement next time in writing the self study.

There was discussion regarding the Kindergarten ratio of girls to boys (17g -11b) and how we do try to make each class 50/50.

Approval of June Minutes

The June minutes will be reviewed and approved next meeting.

Presidents Report – Adele Sale

Adele thanked the current PTG members for their attendance and reviewed meeting rules and format. All PTG members are encouraged to attend and Adele will work with members on the agenda if there are timing issues.

Thank you to the New Family Liaisons.

Thank you to the Hot Lunch team. Extra Hot Lunch supplies will be kept in the PTG closet. The new shed will be shared between hot lunch supplies and gardening supplies.

The By-Law Review was put on hold over the summer and will be worked on in the next month. Three modifications will be voted on: 1) adding the Member-at- Large position, 2) doing away with the Financial Director position and having the Treasurer take over, 3) expanding the role of Parliamentarian.

Thank you to the financial team: Linda Kenton, Gordon Tucker and Cathy Lococo for working over the summer with Mrs. Steel to consolidate accounts in order to work off one budget.

Treasurers Report – Linda Kenton

Received approx. 75% of PTG dues and will start send out notices shortly.

The Hot Lunch account has been merged. There was no cost for the shed as it was donated by Terri Boutwell. Hot Lunch had sold more than 100 trays and will be ordering more. We are still paying for shipping on trays, its not even money in and money out.

Linda will write reimbursement checks on the 1st and 15th of the month. You may pick up checks in the folder in the front office.

The updated budget was distributed. Reimbursement forms were distributed.

San Anselmo Country Fair Day – Adele Sale

Sunday, October 4, 2009 from 11am – 3pm, beginning with a parade. The theme is “Community – Living Local”.

Boosters will coordinate the parade float with the help of PTG. Mrs. Steel has found the “truck skirt” and the use of a flatbed has been donated. Mrs. Steel has also ordered balloons. The goal is to have CYO age children wear their uniforms and other school children wear their school sweatshirts.

The PTG will run two booths: one for the parish (with parish & outreach information), and one for St. Anselm School with school information (as well as PTG, Heavenly Bash, etc.)

So far, Norma Guerra-Shaner and Cathy Lococo will staff one booth and Colleen Bertiglia will staff the other. May need more volunteers.

Committee Reports:

Hot Lunch – Prepared by Susan Hunt, Read by Cathy Lococo

Meals served: Mon/99, Tues/164, Wed/134, Thurs/108, Fri/160

Continue to leave the Good Earth web site open as families continue to sign up.

New lunch trays will arrive soon.

Thank you for the suggestion to add plates, cups, etc to the supply list. The supplies will be kept in the new shed. Any extras beyond that will be stored in the PTG closet.

30 teachers are participating in hot lunch – they are very grateful.

Working on getting the rebate.

There was discussion regarding the need for umbrellas to shade the hot lunch tables. It was stated that there are umbrellas in the tower that are not broken that can be used. The tower will be checked and if there is still a need, the purchase of new umbrellas can be proposed at the next meeting.

Sees Candy – Terri Dawson

The promotional materials have been ordered. Projected start date is November 2nd. Terri can place the order by December 1st and have the candy distributed to school families by the 14th – before vacation!

There was discussion regarding the timing of the Sees fundraiser. PTG will look in to holding this fundraiser in the Spring for Easter as well. There was also discussion regarding the gift wrap fundraiser. It was generally agreed to alternate gift wrap and Sees candy every Fall.

Back To School Dinner - Diana Matcham

Planning is underway and going well for the September 18th event. Invitations have been sent in yellow envelopes, posters are up, and the event is posted on the website and in the Principals Newsletter.

Grillys will cater for the same price as last year. Teresa Stoner will be donating flowers.

Boosters will be helping with Set-Up. This year we will have tables for the Heavenly Bash, Scrip, and Teacher Wish Lists.

Heavenly Bash committee has agreed to donate two tickets to the Heavenly Bash – The Advisors are truly grateful for this as it should help with attendance AND make two families happy.

Advisors to focus special outreach to New Families and 8th grade families.

Room Parent Coordinator Report – Pamela Hayes

Had a successful meeting. Reworked the format of the room parent handout, so that events and tasks are listed chronologically.

Will submit Treasurers names to Linda for Room Parent Dues.

Safety – Maria Bennett

Maria attending Disaster Planning meetings and will work on a plan for the school. Also attending county meetings quarterly. Discussion regarding port-a-pottys in each class room was tabled.

Safe Routes to School – International Walk and Roll to School Day will be October 7th. In order to reduce carbon emissions the county wide goal is to get 800 children to change the way they get to school – that is a goal of 20 children for St. Anselms School. Suggestions: walking school bus, carpooling.

No bike has been donated yet this year. There will be a cash award for the child that carpools the most.

Maria requested money to offset the cost of refreshments for that morning. Linda motioned to reimburse Maria \$40 for refreshments for Walk and Roll to School Day Oct. 7th. Norma seconded the motion. A vote was taken. Motion passed.

Teacher Requests – Odile Steel

Mr. Ware requested reimbursement for half of his registration fee for a seminar taken this summer. St. Patricks had agreed to reimburse him the other half. Kathy Lococo made a motion to reimburse Mr. Ware for \$210. Lisa seconded. A vote was taken. Motion passed.

Old Business – Adele Sale

Adele will pursue the matter of getting a filtration system for the teachers lounge.

Pamela to follow up on a new refrigerator for the teachers lounge.

New Business

Cathy Lococo will be organizing PTG directory ads.

There was discussion regarding the success of the 7th grade “supply bags” fundraiser. The orders have been fulfilled. Going forward this could be a yearly fundraiser for the 7th graders. Wade Thomas was interested as well.

Cathy Lococo researching a Washington Trip over Easter. There has been some teacher interest.

Meeting adjourned by Adele Sale at 8:05pm.