

PTC Meeting Minutes- 9/15/15

Attendees:

Thom Gasper- School President
Dr. Neil Quinly- Principal
Barbara Corrigan- PTC President
Anna Korte- Vice President
Daniel Austin- Treasurer
Nina Knierim- Secretary
Marie Effertz- Athletics
DJ Davis- Health & Safety
Kate Jerkins- Hospitality
AZ Hawkins- PR
Maureen Snider- Room Parents
Gillian Ricotta- Technology
Liz Nuzzolese- 1st Grade Teacher

- Introductions, around the room

- Dir of advancement, works with annual fund- Carrie Boutros introduction to the PTC Board

- Quick ground rules review for speaking, running the meeting

Mr. Gasper:

- raised 3.5M and 1.0M to go, and looking for families to host gatherings for fund raising (have already confirmed 2 families from 5th and 6th grades, would like 7 more)- is okay to combine grades. Monsignor is also going to attend so let's work to get more support for host families.
- August 15th is the hopeful construction date-took out a loan for the previous construction but we are not looking to take out a loan this time so there is some urgency around fundraising this year
- Launched Seahawk ambassador program, meet every month, and great for skill building. Deadline is Monday 9/21 to apply. If you are on student council, you can also be an ambassador
- Open Houses: November 4th, December 6th, February 3rd
- Teachers from both schools will be blessed at 9:30am this Sunday 9/20 at Mass

Dr. Quinly:

- Handed out a draft of the Mission, Philosophy, and SLEs (Student Learning Expectations) statement. Please review and think about it, come back with questions, comments, feedback to Dr. Quinly via email in the next 2 weeks.
- Spent some time last year discussing the SLEs and decided that it was important to review and revise since they were developed 12-15 years ago, it is time to update and reflect for the school community we are today. Revision of Mission, Philosophy, and SLEs are integral to our self-study and the WCEA accreditation visit in 2017.

- Question: how are the SLEs applied to the children? Ms. Nuzzolese: For example integration of SLEs into classwork, having them recited, labels and displays in the classroom, to create a standard for learning that is tangible to the children.

Ms. Nuzzolese:

- 4 weeks in and going very well. Integration of technology is a priority.
- Spoke more regarding SLEs and importance of them.

Anna Korte:

- Seahawk Social is November 14th
- Well organized and on our way. Need assistance from the PTC board for procurement of items for the silent auction
- Flyer schedule is ready to go along with ticket sales after Mass
- “Instant wine-cellar”, where one lucky winner will win 52 bottles of wine with a wine refrigerator- is there a way to track the donations so that we know how many bottles have been collected? Anna will work to come up with some way to track in the front entrance hallway (e.g. little paper wine bottles or some kind of colored chart to show progress)
- Partnering with Pacific Dining car, dancing, we’re working hard to make it a fun social event not just an auction
- What is the percentage of items that actually get purchased versus those that get donated and not selected? “Experience” donations do very well (especially teacher experiences). Tickets to events, sports, theater, concerts do really well.
- Corporate donations information package or materials to send out to potential donors are available, just ask Anna for that.
- Seahawk Social sponsorship will be acknowledged this year towards annual fund giving.

Barbara Corrigan:

- Adding a new position Christian Service Coordinator to the PTC board (created a draft description for it). And we will have a special election for the position as soon as possible.
- Inform teachers and administrators of service opportunities
- Publish on the school newsletter for service opportunities for families, students.

Maureen Snider:

- Following up on concerns regarding Athletics.
- Flag Football- 3 weeks in and we’ve not been introduced to Coach for B and C teams, needing information on practices, games schedules, roster, etc. Status on the new Dir of Athletics is also needed.
- Dr. Quinly: Response to concerns is that it needs to be addressed with Coaches and Athletic director when there is an issue (for example, leaving children unattended after practice in the yard) and all items are in-place but not being followed through with, obviously—so Dr. Quinly will address it directly with the Coaches and Athletic Director to insure they understand the importance of continuous supervision of students before and after published practice time is completed.

- If you are going to have an event or practice at Reed Park. You can contact Donald (DJ) Davis (SMPD/Health & Safety pick up/drop off coordinator) and he can request a “Periodic” police officer to come by the park and patrol for us.
- A suggestion would be to formalize this process and also include parent volunteers to monitor practices.

AZ Hawkins:

- First Annual Father-Daughter dance is Friday, September 18th
- 98 couples confirmed
- 2nd grade is leading with the most sign-ups
- Suggestion is to make a one-sheet job description of each PTC Board position. Even though there is a description in the by-laws, it would be good to have more of an “operational” reference sheet.
- Dr. Quinly will look for the by-laws and any supporting materials and distribute them to the group
- As a room parent, it is been difficult to get the Roster List finalized. As a suggestion, is there a way to automate the information that is filled out at the beginning of the year (emergency contacts, etc.)? Yes, we can do that however you must ask permission.
 - A suggestion is that we include a check box that expressly gives the Room Parent permission to be included in the Class Roster
- AZ is making a master list of events for possible publicity/press releases events for the year and will partner with Mr. Gasper to finalize. Also requests that the PTC Officers send PR/Marketing items to her.

DJ Davis: Health and Safety

- SMPD has a community service section and they have a valet review program to evaluate and do a site visit of our pick-up and drop off schedules to give us an evaluation of our drop off/pick up procedures.
- A suggestion is that we should consider AED (Automated External Defibrillator) on the campus (and church). They are \$3000 each so not inexpensive.
- DJ feels that we need to have them installed however, Dr. Quinly said that in the past the Archdiocese had a position that they did not want them installed for liability purposes because people are not trained on how to use them.
- DJ will continue to do more research along with Dr. Quinly

Marie Effertz: Athletics Coordinator

- Working with the new Director of Athletics, Miguel Villegas
- Suggestion is to use an application to facilitate communication for sports teams? Team Snap?
- She would like to increase the spirit around Seahawks sports by suggesting additional fundraisers, events, fun, athletic wear, etc.
- Athletic wear fundraising is a suggestion, like a “Seahawk Spirit” day
- Marie will come up with a short list and bring back to the board
- If anyone has ideas for how to increase spirit at all sports games, please give to Marie

- A suggestion is that it would be great to have a central location of information for all St. Monica's sports. Update the Athletics web page.

New Business/Issues:

- Question regarding AC and if it is going to be implemented. Not now, it is prohibitively expensive.
- Question regarding Gift Matching and the approval process. Carrie Boutros is running the advancement program for both schools and she is the contact for the approval of matching gifts.