

**Parent Teacher Council Meeting
Meeting Notes 9/20/17
St. Monica Catholic Elementary School**

Attendees:

Gillian Ricotta
Neil Quinly
Monica Moore
Robert Montes
Michael Ondrey
Elizabeth Nuzzolese
Renate Jordan
Ruby Portillo
Kristen Kosinski
Diane Gasper
Jennifer Escude
Nathalie Renard
Christine Najera-Davis

1. Welcome: Gillian Ricotta
2. Opening Prayer: Neil Quinly "The 9 Prayers"
3. President Update: Thom Gasper
Thom was offsite today, no update.
4. Principal/Vice Principal: Neil Quinly/Elizabeth Nuzzolese

Neil/Liz summarized BTS night reviews, good feedback.

- Good energy, good feedback.
- There was a lot of information given at back to school night so, not much to report on tonight.

Overview of thoughts regarding PTC:

- Function of PTC is to support the school, counsel the school and advise the school.
Not a forum for personal issues.
- Looking for active participation in PTC fundraisers.
- PTC advises, counsels, & participates.
- If PTC member brings a proposal for needed growth, please also bring a solution. It generally isn't as effective to bring problems without thoughts on solutions.
- Please keep in mind, significant changes take time.
- The PTC function is not to make all initial reactive decisions active.
- Preferred Process: idea is presented, discussion ensues and ultimately a determination from the school administration determines implementation.

We are very thankful and grateful for the service of this group. Many good ideas, policy changes, and improvements have all come from PTC.

5. Staff Update: SMCES Teacher

Did not ask a teacher to participate this week

6. PTC Bylaws & New Member Expectations: Gillian Ricotta
 - Introductions to the new PTC participants were made.
 - Process for agenda item submission presented.

1. Looking for items that help our community work together better. *Please remember this is not a forum for personal issues.*
 2. Please follow protocol for communication. *Item examples from previous meetings were presented i.e., Team Snap and Amazon Smiles.
- Please refer to the bylaws for rules or questions as well as your PTC predecessors.
 - Events Calendar.
 1. Gillian is putting together an events calendar for PTC to gather support from the community for additional fundraisers. *Example; procuring restaurants in the community and surrounding area for dinners out for the school with the corresponding dates.
 2. Meeting dates are posted on the school calendar. Gillian will check in with PTC members for agenda item submissions.

7. Hospitality Coverage: Gillian Ricotta

Discussed adding or not adding additional support.

- Current process in place is sufficient considering there are fewer meetings with new school late start Fridays.

8. Fund-Raising: How can PTC support: Ruby/Kristin

Press the importance of the PTC support for both Seahawk Social and Smash. In past seems like more PTC direct involvement from the beginning. Hoping for PTC members to take over tasks within the planning and prep for these events.

- Looking for party book coordinator.
 1. Diane Gasper may assist.
- Reaching out to hosts from last year.
- Obtain the list of people who purchased party books to reach out to them directly.
- Live auction big board item procurement.
 1. Hamilton Tickets and certificate to Katsuya, and looking for Starwood points for 35K towards one night at W Hollywood.
- Day of needs, volunteer organizer on the day, check in and action plan.
 1. Will propose an overview of duties to Vicki.
- Baby sitters from the high school list. Submit names to Kristin/Ruby.
 1. Nathalie has some names to send over from the high school students.
- Getting the word out to host parties.
 1. Clickable on newsletter, to submit ideas as a request within the email outreach campaign. Neil can create those accounts for direct submission capture to this event.
 2. Blast from head room parents. Monica can forward to head room parents.
- If you sponsor at Seahawk Social, it counts as your annual gift, \$500.
- Teacher experience will return to the Seahawk Social.
- Key is active participation from the PTC.
 1. Each PTC member is being asked to host a Party Book event.
- Seahawk Social Planning Committee meetings are 7:30PM every other Tuesday.
 1. The more the PTC is involved the better it is going to be.
 2. Request to have Seahawk Social Committee meeting notes sent to the PTC.
- Possible outreach ideas for ticket sales discussion.
 1. Within the classroom; flyers in student envelopes, emails, text to buy tickets, in person drive to buy at drop off.
 2. How do we reach periphery families? Offer discounted tickets for tuition assistance families.

9. New Business: PTC Group Members

- Christmas Program Date. Can we move this back to Friday nights please!
 1. Schedule is determined across multiple groups from the Parish.

2. Not many opportunities this year for Friday nights, since we break on 12/15/17.
 3. Will look into for future holiday show schedule.
- Inventory Of Emergency Supplies Update. Need new water & food.
 1. Quotes for replenishing are forthcoming, food has expired, not sure what is on site.
 2. Earthquake kits/comfort packets – can they stay in the classroom?
 - Is it possible to request from families without food/water.
 - Note/photo/lovey.
 3. Be prepared to stay at school for 3 days.
 4. Emergency preparedness committee has teams for each specialty on campus.
 5. Meetings are ongoing.
 - We also understand because we are a school and a church we will have people from the surrounding community looking for refuge.
 - Directory of families. If it is something we feel the school should have, need to do some research.
 1. What's the purpose, what's the benefit? How does it work if I don't want people outside my class to have my email and phone number, etc? It's about community, in an ideal world, all participate, with a photo.
 2. Charge the PTC to do some research and figure out what the pros and cons are for something like this. PTC should propose some solutions or thoughts on this.
 3. Can this be something that's a part of the registration process. Can this be something that is activated through Schoology or Gradelink?