

Christ the King School
Parent Teacher Group
Meeting Minutes
Tuesday, September 8, 2009
7:15 p.m.

Attendees:

Julie Sasaki, Patti Turner, Janine Orr, Barbara Gilbert, Michelle Hannigan, Kasey Curran, Holly Jansen, Vincent Cirelli, Anna Giglio, Jeanne Bucci, Juliette Cote, David and Lori Sanderson, Susan Cannon, Gabrielle Dota, Susan Coloma, Marjie Murphy

Meeting called to order by President Julie Sasaki at 7:20 p.m.

New Business

Julie Sasaki:

- Julie welcomed the group and stated the main purpose of the PTG – to facilitate the different groups at CTK, and to disseminate information between the school, various groups, and the greater CTK school community. This year one of our tasks will be updating the PTG bylaws.
- Family Service Hours:
 - Please review the lists of people who signed up for your committee, and make sure to invite them to the meetings, etc. Crossed-out names mean the person was “interested” in your area but may have been assigned to a different area. Let Julie know if you don’t have anyone and need more volunteers.
 - The group discussed inviting committee members to PTG meetings. It was decided that if a committee wanted to have a meeting prior to the PTG meeting that would be possible, if arranged with the school office.
 - The breakdown for family service hours currently stands at 15 personal choice hours, 10 fundraising, and six festival hours. By the end of year we will revisit these numbers and see if the proportions are correct, to make sure all groups (Garden, Festival, Auction, etc.) are getting the volunteers they need. Committee chairs will “guestimate” the number of hours or number of people they need to get their jobs done.
 - It was suggested that the recording of family service hours be automated, possibly via an on-line database. This would allow families to log and view their hours from home, and reports could be sent to committee chairs to verify that people did indeed work those hours. Another benefit of families entering their service hours directly into a

program or spreadsheet is that it would be simple to calculate the total number of hours needed to run each committee (auction, scrip, festival, garden, etc.)

Chairperson Reports

Fundraising: Michelle Hannigan

- We should have a master fundraising calendar that lists the various fundraising events, so families aren't asked to contribute to multiple events at the same time, and so events don't detract from major events such as Auction or Festival. Everyone who is on a fundraising project should send their events to Michelle and Mrs. Gannon Briggs to put on the calendar. It was also brought up that perhaps there could be some sort of record of which retailers are asked to donate products and services, so they aren't constantly being asked for donations.
- The Walk-Jog-A-Thon kicked off at morning assembly September 8, and packets have gone home to families. The event will raise funds for Camp Caritas, and extra funds will go toward outdoor education. The event is October 7th. The prizes are based on 10% of funds raised (e.g. a student who raises \$150 in donations would receive the equivalent of a \$15 prize.) We need volunteers to help with the event, parties, etc. The awards ceremony will be held October 23rd. This event is replacing the gift wrap sale, but we may set up an on-line gift wrap order so people can still buy their gift wrap. It won't be billed as a fundraiser.

Social: Patti Turner

- The Back-to-School BBQ went well! It does seem that families with older children are not attending with the same numbers as younger families, but this is probably to be expected with busier calendars, etc. Final financials are to be determined.
- The Ice Cream Social is coming up (Friday, October 30th, 6 to 8 p.m.)
- We discussed the possibility of a winter social event – something low-key, nominal cost, Friday night in mid-February – perhaps an air band concert? Patti will check dates with Marilyn.

Garden of Blessings: David and Lori Sanderson

- Work parties for the first part of the year are on the calendar. The wiki was rebuilt over the summer with various Garden information, a blog page, and the Garden's "wants and needs". The coffers are full, but some of the money needs to be spent on a fence with the adjoining property. There is a "Planting Palette" so parishioners can donate a tree or plant. Four benches have been sponsored; two are still available for sponsorship. A fountain/water feature is planned.

Golf Tournament: Steve Murphy (via e-mail)

- Steve has met with sponsors and is getting bags and items for goodie bags. Shirts will be in September 9th. 79 golfers have paid and Steve is tracking down the last 10.

Sponsorship, Directory: Vince Cirelli

- About half of those approached have committed to directory sponsorship; some have scaled back. The sponsorships should recoup the printing costs. The directory will go to the printer near the end of September.

Room Parent coordinator: Susan Coloma:

- All room parent positions are filled. Sign-up sheets have some openings (and will be posted in the office until September 14th). Room parents will get the lists to Susan and she will verify TB tests and Safe Environment certification.
- It was suggested that classroom sign-ups and information be given out before Back to School Night, so parents can look at the dates beforehand and less time is taken from the teachers. We will discuss improving the process at our next meeting.

Auction/Festival:

- Both will report at the next meeting and discuss open positions that need to be filled.

Communications: Holly Jansen

- Will report next meeting.

Janine Orr:

- The Father-Daughter Dance is scheduled for November 14, 2009. Planning will begin shortly.

Hospitality: Gabrielle Dota

- The Hospitality Committee served coffee and doughnuts (as well as watermelon from the BBQ) to the parents on the first day of school.

The next meeting is scheduled for Wednesday, October 7th at 7:15 p.m. in the Media Center.

The meeting was adjourned at 8:40 p.m.

Submitted by: Marjie Murphy, Secretary

Julie Sasaki, PTG President

Kathy Gannon-Briggs, Principal