

# AGENDA

Mary Immaculate School Parent Teacher Club Board Meeting  
September 13, 2023 @ 7pm; Science Lab

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Briana called meeting to order at 7:03pm

## Time

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|------|--|------------------------------------|
| 7:00 | Welcome and Opening Prayer   | Criselda Dougherty / Megan Orchard |
| 7:05 | <p>Business Manager &amp; VP Reports</p> <ul style="list-style-type: none"><li>-Teacher Budget Communication for the teachers in each classroom with be relayed to each teacher from Cathy with a breakdown for each teacher/staff member on how much they have to spend for the year</li><li>-We will review the PTC budget and what expenses we have used so far and compare it to what was spent last year</li><li>-Angie emailed classroom budgets to all the homeroom parents for their classroom parties and supplies needed</li><li>-Auction gift for the class can also be used with funds from the class budget</li></ul> | Angie Borino                       |
| 7:15 | <p>Social Media Report</p> <ul style="list-style-type: none"><li>-Auction Update: February 3<sup>rd</sup>- also the day after Grandparents Day</li><li>-Silent donation requests to local businesses have gone out</li><li>-Gift gathering info has gone out- November 11<sup>th</sup></li><li>-Auction tickets will start selling November 1<sup>st</sup> along with sponsor opportunities. We have 560 tickets to sell</li><li>-Car raffle will be started soon and Father wants to sell 650 raffle tickets</li></ul>  | Heather McIntyre                   |

-Focus of funds from the auction will be used for security updates

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|------|--|-------------------------------------|
| 7:25 | Teacher Liason's Report<br>-Teachers are thankful for all of the donations and goodies that have been brought it   | Cathy Huffman                       |
| 7:35 | Hospitality Committee Report<br>-Planning dinner and lunch at the October Parent/Teacher conferences<br>-Suggestion made for having a cash box and different check out lines for the Used Uniform Sale along with pictures to identify what type of uniform is worn for the each grade level   | Valerie Grygar / Elizabeth Case     |
| 7:45 | Volunteer Services Report<br>- Erin and Adrienne will email Richard Ferry to discuss Fall Festival (Oct 14) sign ups for each grade level with the room parents. One raffle ticket for the Fall Festival will be sent home with families this week and if families want additional tickets they can request them from the teachers<br>- Trunk or Treat Planning (Oct 29): sign ups for the cars and volunteers will be through Ms. Murawski. Donation for candy or cash donations to purchase candy will be through PTC. The October service project will be tied into the Trunk or Treat<br>- VOM (Volunteer of the Month): August-Daniel Castaneda for his donation for the Room Parent Luncheon | Erin Chartrain / Adrienne Dougherty |
| 8:00 | Community Enrichment Report<br>- BTS Picnic- we are in budget and asking Heather to post reminder on Social Media to RSVP and volunteer sign ups<br>- Tiff's Treats/Nothing Bundt Cakes does fundraisers for school events to sell and 20% of the sales goes back to the school  | Andie Pepin / Ani Bolat             |

- 8:10      **Spiritual Enrichment Report**      Criselda Dougherty / Megan Orchard
- Jesse Tree Event on December 2<sup>nd</sup>- more details will be discussed at the next meeting
  - Back to School Rosary was successful and Room Parents shared the information in their groups
  - Next week they will start making angels for All Souls Day
  - Sign up for Sisters Meals are full
- 8:20      **President's Report**      Bri Hernandez
- \$10 per student grade budget—would like to see this increased to help cover the cost of the food and supplies for the partyx
  - MIS Business Directory will get with Mr. Pulido for information of MIS families that have businesses that want to advertise in Membership Toolkit
- 8:35      **Advisor Report**      Sister Mary Anne
- Parent/Teacher Conferences will have additional hours added and encouraging everyone to come
  - October 2<sup>nd</sup> the teachers will have a spiritual retreat at the Arboredum
  - PSIA is an academic competition that Father would like for us to participate in and asking for volunteers to help with the preparation after school and during the event on February 24<sup>th</sup> at Prince of Peace
  - Church would like to host a Pancake Breakfast soon
  - Cafeteria should be completed in December
  - Greenhouse should be completed in January
  - School has written to the Catholic Foundation for a security grant and we will have a complete security assessment of the campus

8:50 Closing Prayer

Criselda Dougherty / Megan Orchard

Meeting adjourned at 9:06pm by Briana

Meeting Attendance:

Sister Mary Anne  
Briana Hernandez  
Ani Bolat  
Erin Chartrain  
Adrienne Dougherty  
Valerie Grygar  
Elizabeth Case  
Cathy Huffman  
Heather McIntyre  
Angie Borino  
Criselda Dougherty  
Megan Orchard  
Yvette Cudal