

## PTF MINUTES October 12, 2016

I. **CALL TO ORDER** –9:15 am

II. **OPENING PRAYER** (Ms. Kitty)

III. **APPROVAL OF MINUTES** –Septmeber minutes handed out.

*A MOTION to approve the September minutes was made by Desiree Montoya, and seconded by Denise Mears*

IV. **TREASURER'S REPORT** (Desiree Montoya)

- Lowering budget totals by 30% due to enrollment being down 30%
- New Budget Items: PTF asked by School Board to pay for Field Trips and Classroom Supplies – the \$7500 line item for Field Trips does not include what was covered by parents
- Reduced the cost of the Reading Event by half, plus there is an opportunity to make money on the sale of the books
- Propose moving certain reserve funds that are no longer needed to the operating account. \$4000 from Air Conditioning, \$10,000 from 5<sup>th</sup> Gr. Laptop Maint./Replc, \$1000 from Interactive White Brd Maint./Replc and \$2000 from Preschool ground cover. Technology Reserve was left alone. See Available Funds Report for new balances of these categories.
- Looking into changing banks to save money on fees
- Fund-a-wish 2016 total \$6920, Fund-a-wish 2015 leftover \$425,
- Fund-a-wish 2014 balance \$2161 – The Digital Library is not being used by teachers or students. Teachers report there is an extremely limited selection of AR books and ease of use/access may not be convenient for the students. It was suggested that those funds be reallocated but also agreed that enough money has been invested into the Digital Library that further research is needed before we walk away from it and reallocate the funds to, for example, purchases ipads or chromebooks for each classroom. Kathy Pearson agreed to take on researching the current program, alternative programs and report back next meeting so an informed recommendation and decision can be made.

V. **APPROVAL OF BUDGET**

*A MOTION to approve the PTF 2016-2017 Budget was made by Desiree Montoya, and seconded by Liz Hueg*

VI. **PRINCIPAL'S REPORT** (Ms. Kitty)

- See attached report

VII. **PRESCHOOL REPORT** (Kat Yeakel not present)

- Look into getting her classroom covered so she can attend PTF Meeting, at least for 15-30 minutes to present her report and be present for discussion items that are specific to the preschool

VIII. **SCHOOL BOARD REPORT** (Denise Mears)

- New Parent Liason is Tracy Hallinan (taking over for Julie Denault)
- Preschool Sunday at OCLC is Oct. 23<sup>rd</sup> @10:30 (full worship service, preschool sings songs)
- School marketing plan will start in Oct/Nov (OSLS featured in San Clemente Life Magazine Oct. issue)
- Priority enrollment starts in Jan.
- Traditional postcards go out Jan/Feb.

IX. **SERVICE HOURS** (Tina Metzger)

- Everything's coming together for the Barnyard Bash. John Casey is doing all the ordering of the food and equipment while he is available. Volunteers are signing up.
- Ralph's reward program: we made \$60 last month with only 3 people/families signed up. It's a really easy way to earn money – we just need to get more people to sign up. Tina and Erin will bring their laptops and sign people up before assembly. Also, other family members, family friends, neighbors AND parishioners can sign up too.

X. **TEACHER REPORT** (Mrs. Moore)

- Teachers want to keep current water provider even if it costs more. PTF can cover the lower rate they found and teachers will pay the difference out of pocket.
- Suggested bringing back Pancake Breakfasts along with Easter Egg Hunt and Santa. Did the Church take over those activities? If so, let's coordinate.

XI. **NEW BUSINESS** (Liz Hueg)

- First lunch with parents was a success – there was a great turnout. Even if a child didn't have a parent there, other parents "adopted" them.
- Movie Nights – First night will be November 10<sup>th</sup>. Secret Lives of Pets (if it's released by then) We should advertise to potential new families and use the event as a recruiting tool.
- Presidential Physical Fitness Award Program (reported by Diana Smith) – Would be a great resume builder and fitness tool for our school. There is a lot to the program and it can be tailored to the level of involvement we decide. Ms. Hammond (if she is in agreement) would sign the school up and access the curriculum. She can look into it as well and see if she wants to incorporate it into the PE program. Financial assistance is available if needed. School and individual students (4<sup>th</sup> and 5<sup>th</sup> graders) are able to win awards. Younger grades can still participate.
- Wig n Wine event this Saturday at 7pm - \$30 per ticket, hosted by Erin Khamis

Meeting adjourned at 10:45 – Next Meeting is November 9<sup>th</sup> at 9:15am