

St. Ignatius Parish School

Parent Club

Tuesday, September 13th 2016

Attendance: Jonette Banzon, Rachel Bardis-Squaglia, Keilani Burrage, Martha Curtis, Becky Del Piero, Sarina Fat, Heather Hernandez-Reeves, Meg Kesich, Vicky Kielborn, Patty Kochis, Erin Levi, Shannon Meehan, Vanessa Olmstead, Darrell Parsons, Debbie Payant, Erin Reid, Audrey-Rose Rodriguez, Shelley Smith, Tammy Steiner, Tina Suter, Adrian Torres, and Elizabeth White

Meeting called to order: 6:34pm

- I. **Opening Prayer:** Prayer of Mother Theresa
- II. **Approval of May Minutes:** Motion for approval by Debbie Payant and Rachel Bardis-Squaglia
- III. **President's Report:**
 - a. Parish requested for layout of events to be emailed to Dirk 1 week in advance for coordinating purposes and cc Nicole and Laura in the parish office. Dirk needs to be informed when to hang school event banners and when take down banner in this email.
 - b. Victoria requested to be cc'd all emails to Dirk/parish emails to ensure process is being properly followed.
 - c. Victoria requested to be cc'd on all school flyers to keep her informed so she can respond to any questions directed her way.
 - d. Parent Club is working with Laura Legrand to install "Square". Amazing Grapes will be first school event to utilize new tool. Invoices might appear on School Speak so families can pay online.
- IV. **Security notes per Adrian Torres:**
 - a. Required for all parents to complete Shield the Vulnerable if they participate in any school activity i.e. field trips, class parties, Spirit Day. Parents can't "pop into" to class parties if not cleared. Finger prints are required as well.
 - b. Becky Del Piero mentioned that all teachers are working directly with parents to complete clearance prior to day of volunteering.
- V. **Vice President's Report:**
 - a. Heather and Tammy both attended the most recent Advisory Council Meeting
 - b. Items discussed at AC meeting: finger printing requirements, school recycle program started and SCRIP volunteering.
- VI. **Principal's Report:**

- a. New Operations Manager- Mariano Juaco. He replaced Diane Merchant at parish. In the interim of learning new job, school working more directly with Dirk.
- b. Capital Campaign going very well. Patty stated a generous parishioner offered minimum of \$100,000. Father David took over for Father Hightower as Project Manager.
- c. Mass of Holy Spirit went smoothly. All priests were present.
- d. 1st Family Mass of school year was on September 11th. 1st and 3rd hosted the mass.
- e. Discussed idea of students wear school uniform for all Family 9:30 masses. Free dress for those who attend 9:30 mass the following school day.
- f. Lice checks performed. No lice found
- g. Flag football and volleyball have begun.
- h. New staff and school year all going smoothly.
- i. Back to School Night a success. Patty was appreciative that Father Mike was clearly heard over crowd.

VII. Treasure's Report- see handout

VIII. Corresponding Secretary:

- a. All birthdays are up to date.
- b. Rachel has made cards for Parent Club.
- c. Dirk's birthday is Sept 13th.
- d. Tessa Green is pregnant and told 6th grade. Due March 2017
- e. Katrina Hatridge is getting married in October.
- f. Kit Coyle, 7th grade aide, is getting October 15th

IX. Faculty Liaison Report:

- a. 9/23 Ministry day for school staff. Staff will be at Saint Francis all day for classes.
- b. Request was made for Patty to send a school wide email explaining why so many minimum days in this school year. The reason is because due to the Diocese instruction.
- c. Green Club was started and they will manage the recycling program
- d. 10/6 Sports Rally theme is Olympics.
- e. 10/7 Grandparents Day

X. Facilities & Safety Committee:

- a. Adrian attended 1st Safety meeting.
- b. Professional security has been secured for all school events that include alcohol.
- c. Parent volunteers will be security for all other events.
- d. The Safety teams is looking for parents to participate in traffic monitoring during drop off & pick up.
- e. Emphasized that during Drop off & Pick up- parents need to slow down, stop using cell phones and use crosswalk.
- f. Fire extinguisher are now located in all classrooms.
- g. 24 hour safety watch confirmed for Amazing Grapes from 9/16-9/16.
- h. Discussed concerns of homeless sleeping/living on or near school property. Call Sheriff with problems/concerns/emergencies (916)874-5115. Patty has requested all bushes taken out.

- i. Issues/concerns regarding homeless: Call 311 not 911
- j. Stressed importance that parent volunteers are NOT to handle any emergencies. Call 911.
- k. St. Ignatius has offered parking lot to sheriffs who need place to write reports. Beneficial to school for security and safety purposes.

XI. Parish Liaison Report:

- a. Debbie Payant, Sarina Fat and Darrell Parsons are 3 liaisons for Advancement Committee. They will strive to merge parish and school together as stronger community.
- b. Barn Dance has been replaced by Casino Night
- c. Tammy Steiner requested Amazing Grapes date moved to October for next school year/
- d. Sarina Fat will replace Tina Bonilla as President of Advancement Committee.

Fundraising/Event Reports:

XII. Sponsorships: Vanessa Olmstead

- a. 3 current \$5,000.00 sponsorships
- b. Discussed possible joint sponsor of 2 school families for \$8,000.00. Proposal was declined.

XIII. Amazing Grapes:

- a. Still waiting for final names of sponsors from Parent Club. Need to send brochures to print tonight.
- b. Discussed posting issues with School Speak. Number of approvals needed before email can be posted on School Speak causing frustration from co-chairs. Going forward, c.c. Becky Del Piero on all email, she can approve emails.
- c. "New" online teacher experiences can be purchased for a premium price night before event, September 16th.
- d. Requested email sent out from Room Mom's on Wednesday, September 14th, explaining online teacher experience auction.
- e. Attendance numbers are down from last year.

XIV. Spooktacular:

- a. No Update

XV. Breakfast with Santa:

- a. Co-chairs will send out SignUp Genius email after Amazing Grapes happens
- b. Suggested one Signup Genius email sent out to families for both Spooktacular and Breakfast with Santa.
- c. Co-chairs have "take home projects" now for anyone interested.

XVI. GALA:

- a. Theme is Derby Nights

- b. February 25, 2017 date isn't on the school calendar, requested to be put on school calendar
- c. "Save the Date" post card has been sent out.

XVII. Spirit Day:

- a. No Update.

XVIII. Gift Card Program – see handout

- a. Recommended advertising the advantages of Presto Pay
- b. \$1,000.00 minimum required for school families.
- c. Suggested Room Moms buy all teacher gifts from Gift Card Program.
- d. Suggested to search for parent to make a tutorial video re: Presto Pay. Possible for students to make the video

XIX. New Business:

- a. Communication process for emails-see handout from Carol Nelson 1. Darrell Parson is the contact for crafting & editing emails. Victoria Kielborn on emails to Darrell
- b. Cash Management Policy- See packet

XX. Closing Prayer: Our Father

XXI. Call to adjourn: 8:15pm