

November 7, 2004

Subject: November SAB/FSA meeting

Meeting date: November 1, 2004

Participants: Aggie Atkins, Amy Kerkman, Daniela Giralt, Antonio Miranda, Linda Schmidt, Geoff Grove, Marianne Johnson (distributed by email)

Copies to: Gian Luca Ferme, Jeanne Rattenbury, Luz Miranda (distributed by email), Rev. Richard Milek (hard copy distributed by office)

1. Under office reports, the October minutes were approved as written. Geoff Grove presented the treasurer's report. The FSA's current balance is \$5537.88. The FSA discussed funding initiatives. The FSA will probably not need to contribute to the operating budget due to increased enrollment therefore money raised can be put towards special specific projects. An intercom system has been mentioned in the past. Marianne said that she has not researched an intercom system yet, but if someone was interested they could. Marianne is applying for grants for playground equipment. Amy will give her last year's manufacturer's catalogs and research to aid in budget numbers.
2. Under the principal's report, Marianne stated that Bingo is giving \$1000 to athletics, \$500 to art, and \$500 to music beyond their commitment to the school's budget. There will be an Art Club started after school on Fridays for junior high grades. The FSA was asked to fund the dinner for teachers on conference day. Members agreed. The Polish celebration was a success. 40 of the 100 school evaluation surveys were returned.
3. Under ongoing fundraising project reports, Tony stated that October sales went well. There were 3048 taffy apples, 48 bags of coffee, 8 cups, and 2 CD's sold. The November sale will be pies. It was agreed that parishioners could order pies in advance. They will not be "cash and carry" at church. At Family Sunday, coffee and mugs will be sold. Geoff will help with this. Regular coffee went up to \$6.50 and decaf. Is \$7.50.
4. Amy confirmed that School pop shopping and the School pop visa are recorded under the same record and that the school gets a check when it reaches \$50.
5. Under the Christmas Art Fair, Amy stated that the Kid Art/Recipe Calendar will arrive Thursday. It was agreed that an order form could be sent home to pre-order calendars in addition to the "cash and carry" at the fair. 39 parents have signed up to help with the fair. Many are donating baked goods and crafts. We are short staffed in the craft booth area, children's game area, craft sale area and refreshment sale area. Linda will run a booth and may have some friends that will help. Daniela and Amy ordered materials for a couple of extra booths. Aggie will work the craft sale. Fellow work colleagues of Tony's may help with refreshments. Marianne will be the greeter. Daniela and Amy asked if 7th and 8th graders could volunteer. Marianne agreed, but she needs a sign up form. Amy will make one. Daniela has ordered supplies for the teachers to make crafts in their classes.
6. Amy reviewed marketing for the fair. Geoff will ask Jeanne about the Booster Ad. Everyone present agreed that they would distribute flyers once they are updated. Marianne will send out flyers to prospective new parents. Geoff thought that Jeanne had a list of community leaders that she was planning on inviting.
7. Under school marketing, Marianne stated that Jeanne and her had met with Caroline Zuno from the archdiocese. They would like to work on updating the school brochures with more photos. Marianne plans on making a board showing preschool pictures for the Northside Parents Network Preschool Fair on November 13. Marianne stated that the elementary fair in October was a success. Marianne also mentioned that that Gian Luca has added a module to the website where she can post letters and documents. Amy stated that she had used the module to post this school years FSA minutes.

The above constitutes Amy Kerkman's understanding of the discussion. The minutes will be officially approved at the December FSA/SAB meeting.