

**SASEAS PTO  
Board Meeting Minutes  
Sept 14 2009**

	Present	Absent		Present	Absent
Tom Devolve (Principal)	X		Justine Lakatos (Pres.)	X	
Paul Herriott (Treasurer)	X		Jenn Dannemiller (VP-Seton)	X	
Julie George (Secretary)	X		Christine Becker (VP- St. A)	X	
Donna Reinhart (MAL St. A)	X		Ericka Steffen (MAL Seton)	X	
Becky Christoff (MAL Seton)	X		Lory Devolve (MAL St. A)	X	
Judy Virzi (MAL Seton)	X		Stacy Giebler (MAL- Seton)	X	
Kim Wheat ( MAL St. A)		X	Angela Foulks (MAL St. A)	X	

**Visitors:**

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**Prayer/Opening**

Julie led us in a “prayer before meetings.”

**Principal’s Update**

Tom Devolve reviewed and presented a long-range planning effort for technology. There has never been an effort made for technology long-term planning. Discussed best approach for technology and utilization of an outside consulting group for analysis on both campuses. Determined SASEAS needs to update infrastructure to support current laptops, servers, etc. Tom has researched several companies to provide support and maintenance to servers, and is requesting PTO to review cost estimates and vote on funding this requirement. Terra Nova testing scheduled for week of 10/5.

**August Minute Review - approved**

**Old Business:**

- a) C-Notify: Should be started up and functioning soon. Looking into cost of system and pro-rating since first month was lost in transition from Milford.
- b) Market Day: Jenn discussed ongoing program and stability of regular orders. Discussed ways to increase sales.
- c) Magazine Sale- Christine discussed sales level after 1<sup>st</sup> turn-in day- which was comparable to last year. New vendor is much easier to work with than previous vendor. Include reminders in Titan Times that other magazines are available. Noted search on-line needs to be improved. Direct all questions to Alma.
- d) Central Committee- next meeting scheduled for Sept 16<sup>th</sup>
- e) Everybody Counts- New program to be promoted in PTO newsletter. Thanks to Tracy Schaeffer for chairing this week and coordinating volunteers.
- f) Cream Puffs for St.Andrew Oktoberfest 10/4- Judy to coordinate cream puff baking.
- g) Grand Event- Scheduled for March 20<sup>th</sup> at St. Andrew Parish Center
  - 1) teams and committees are being formed, many chairpersons are returninf
  - 2) Parish Center will be utilized to keep rental costs down and simplify
  - 3) Euchre night fundraiser scheduled for 1/30/10
  - 4) Out of uniform day approved for student contribution for auction item (11/19)
  - 5) Discussed transferring Grand Event funds directly to school administration in support of technology plan. Finance committee to develop adjustment to 2010-2011 budget if this is approved.

## **New Business**

- a) Cook and Bake – Becky and Kim to coordinate dinners for teachers for parent/teacher conference nights (10/1, 10/6 & 10/7)
- b) Laser Tag – scheduled for 10/7 at Skallywag Tag. Stacy to coordinate. Discussed basketball try-outs on the same night. Try to communicate dates with Boosters next year.
- c) Restaurant Nights – Christine discussed promotion from local restaurants to donate 10% of proceeds from dinners to SASEAS. Applebees, Quaker Steak and Lube, Buffalo Wild Wings and Red Robin all participating in this new fundraiser. Coupons to be distributed and put on website.
- d) Box Topps: Contest starts in Oct. Promote on-line Box Top Marketplace and get additional points.
- e) November Pie Sale – Market Day promotion for Thanksgiving. Approved out-of-uniform day for any student who sells at least one pie. Can be donated to St. Vincent de Paul Society. Pick up is 11/10

## **Additions**

- a) Coke Rewards: Total is up to 8,013 points. Approved purchasing playground equipment for St. Andrew campus or musical instruments.
- b) Room Parent Update: Jenn updated on the number of classrooms still without a lead parent for several parties. Noted volunteers are down this year, but all rooms have a “lead” parent

## **Closed Executive Session:**

### **Treasurer's Report:**

- a) Budget Review- Paul reviewed the current budget and discussed details under line items. Birthday Bash funds were increased due to pizza parties. The funds will be covered by what was targeted for Frontier Days float. It was noted the Political Convention is back on for this year. PTO also received an outstanding check for \$300 from CYO.
- b) Treasurer Controls: Noted that Tom Devolve is to be added as a check signer for PTO- mostly to countersign checks for amounts over \$100. Jenn reported she reconciled the checkbook/account as a cross-check according to the new controls put in place
- c) Constitution By Laws- Judy and Donna updated and made recommendations on some minor changes to the PTO By Laws to keep them consistent. Board **approved** all changes.
- d) Technology Funding Request- **approved** to support the technology maintenance and support for \$11,000 and also technology upgrade costs of \$5,660.81.

## **Next Meeting:**

Monday October 12, St. Andrew Parish Center at 7:00 p.m.