

Port Catholic Home and School Minutes

for November 17, 2011

Present: Rick Goeden, Gail Kowalkowski, Heidi Katte, Kory Eernisse, Linda Gottlieb, Lisa Green, Dania Sereno, Dawn Wagner, Maureen Boylan, Lisa Theis, and Dan Ross.

Prayer: Led by Mr. Goeden

October Minutes: Minutes approved.

OLD BUSINESS:

Nothing discussed

PRINCIPAL'S REPORT:

1. Halloween Spookfest was excellent. All seemed to have a great time.
2. Upcoming things:
 - a. Parent-teacher conferences beginning the next Monday
 - b. Christmas program
3. Found a long-term sub for 5th grade
4. Art-in-a-suitcase has done some community art that will give the kids a chance to do some new things and have their art displayed
5. The school is working on updating its technology, but before a whole lot can be done, the infrastructure needs to be updated, which will be expensive.

TREASURER'S REPORT:

1. \$275.48 more has been received from the magazine sale. Current net income is \$5,492.28 (this includes the removal of expenditures from income).
2. \$77.36 was received from Market Day. At this point it was asked what previous Market Day income has been. In October it was about \$49 and September \$32. Many felt that this was being underutilized and families need to be encouraged to use it.

COMMITTEE REPORTS:

Spookfest:

1. There will be new chairs next year, but Dania will still assist.
2. They tried to have it be a healthier occasion this year by having apples and bananas as snacks. It seemed to go over well, but they will probably order less next year.
3. The general consensus was that having it at St. Peter's worked better.
4. Ideas/needs for next year:
 - a. Microphone
 - b. Change format of costume party and prizes
 - c. Probably skip the movie

- d. The clown seemed to go over well. Some of the cost for this was offset by free will offerings and a donation from the Boy Scout Brat Fry will be used to buy things for next year.

Hospitality Committee:

They have taken care of making something for conferences for the teachers.

Family Enrichment Committee:

1. There are currently 22 kids in the K5-2nd grade Lego club. They are still looking for someone who would like to run a 3rd-5th grade Lego club. Also, there will be a Lego competition at Marquette University this coming Saturday.
2. Still working on getting science activities coordinated
3. Other ideas – Dania suggested that perhaps there would be interest in a Spanish club

Back to School BBQ:

No report given.

Breakfast for Baby Jesus:

No report given

FUNDRAISING COMMITTEES:

Fish Fry:

1. Linda's time is winding down. This will definitely be her last year. We need to have individuals who are willing to step up and take over this duty.

Flower Sale:

No updates to give

Magazine Drive:

1. We will be going with Great American instead of QSP beginning July 1. The logistics will be similar to what we currently have.
2. We have been guaranteed a 10% increase in revenue. If we don't make it, they will make up the difference.

Key Event: No report

Cookbooks: No report

NEW BUSINESS:

1. The next Home and School meeting will be its end of the year party. The public is invited to attend. It is still being determined where and when it will be held. People who come are invited to bring a Badger or Packer item that will be put toward creating a basket for the Key Event.

2. Challenge Club has requested a \$100 donation to help with their first mother/daughter event (speaker on Dec. 2). This was approved.

FUTURE MEETINGS:

As noted above, to be determined

Meeting adjourned at 8:20

Port Catholic Home and School Minutes

For October 20th, 2011

Present: Gail Kowalkowski, Dawn Wagner, Heidi Katte, Linda Gottlieb, Erica Lampert, Rick Goeden, Maureen Boylan, Lisa Strohm, Dania Sereno, Patrice Bostwick, Jackie Hebein, Jenny Huber

Prayer: All

September Minutes: Minutes approved

OLD BUSINESS: Nothing discussed

PRINCIPAL'S REPORT: Rick Goeden shared Holy Hill field trip went well. There was about 45 minutes for kids to just do "kids stuff" to play in the leaves. The kids had a good time. Principal Goeden reported it is his goal that every quarter to get campuses together. The problem becomes the expense of the bus. It may be a possibility for Home & School to off set cost. Catholic High Schools visited. Teachers are working on formation as Catholic educators. Principal Goeden reported applying for a grant for 40 gallons of paint. Paint will be used to help brighten up the schools. State Inspector came for hot lunch program. Everything went well. There is the freezer issue, which was known about. State gave school one year to get a new freezer. No further report at this time.

TREASURER'S REPORT: Kory Eernisse not present to report Home & School budget. E-mail sent to Home & School past president. Report at this time. Deposit of \$10,011.40 from Magazine Sale. Includes the #125.60 from QSP (old vendor) and \$205.00 in donations from those who did not purchase magazines. Expense of \$4,794.60. Net income as of 10/20/11 was \$5,216.80.

COMMITTEE REPORTS:

Student/Family Activity Committee: No report given

Fall Spooktacular Family Fun Fest:

Dania Sereno reported on updates. Jer Ber will be dressed as Mickey Mouse, as some children are afraid of clowns. He will cost \$90 for 2 hours. He will charge if kids would like a more extravagant face painting. In past, this has offset the cost. If he makes up the money he will not need to be paid. The simple face painting and balloon sculpture is free. There will be an opportunity for free will offering, so items can be purchased after Halloween sales for next year's event.

Hospitality Committee: No report given

Family Enrichment Program:

Lego Club(Groups Divided)-Mauren Boylan reported there was an overwhelming 30 kids signed up. The younger group is going to meet the 2nd & 4th Wednesday of each month after school until 4:15 p.m. It is \$15 per child for the year and \$5 for each additional child. Additional help is needed to lead the older group of kids.

Maureen Boylan discussed “Challenge Club” Chapter for girls in grade 4th through 9th grade. Maureen reported positive opportunities for young girls. It is not a Diocesan program. Ages 10 to 15. On December 2nd older Challenge Team will host a Mom’s and Daughter’s evening. It is faith based, and each lesson centers around a theme of virtue, friendship, charity, gospel reading and reflection. Mauren will help start other clubs. Requested to be able to put out fliers on Home & School board, and it is supported unanimously by Home & School.

Back to School BBQ: No further report at this time.

Breakfast for Baby Jesus: No report given

FUNDRAISING COMMITTEES:

Fish Fry: Linda Gottlieb reported Tri-Parish fish fry on October 14th served 844 people. Fryer is still being researched.

Flower Sale: No report given

Magazine Drive: Heidi Katte reported orders on line are still being tallied, and will be tallied throughout year. Matt Wilhelm event is February 7th @ 10:30 a.m. at St. Peters. Only 1 student earned autograph, and 18 students earned VIP seating.

Cookbooks: Taking this item out of the budget. Julie Pannemann going to utilize for Marketing.

NEW BUSINESS: Maureen Boylan reported New Family gathering is planned for October 25th at Pear & Simple between 7:30 p.m and 9:00 p.m..

FUTURE MEETINGS: Next Home & School meeting on November 17th at 6:30 p.m. St. Mary’s teacher lounge.

Meeting adjourned at 9:00 p.m.

Port Catholic Home and School Minutes

For September 15th, 2011

Present: Gail Kowalkowski, Dawn Wagner, Heidi Katte, Linda Gottlieb, Erica Lampert, Julie Pannemann, Rick Goeden, Maureen Boylan, Lisa Strohm, Dania Sereno, Kory Eernisse, Rachel Linstroth

Prayer: “Our Father”

August Minutes: Minutes approved

OLD BUSINESS:

Nothing discussed

PRINCIPAL’S REPORT:

Rick Goeden shared “Art In A Suitcase” will begin Tuesday September 22nd. The Back to School Barbecue was well attended, and preparation is going well for “Back to School Night” for parents. There is a field trip planned for grades 1 through 8 for Holy Hill in October. The Port Saukville School District has off on February 20th not February 13th, so this date will be changing for our school as well. No further report at this time.

TREASURER’S REPORT:

Kory Eernisse presented Home & School budget. At this time, the total expense to date is \$458. A majority of this from the Back to School Barbecue.

COMMITTEE REPORTS:

Student/Family Activity Committee:

No report given

Spookfest:

1. Dania Sereno presented Spookfest is set for October 26th at St. Peters. The Ozaukee Sports Center was not feasible location to accommodate all Port Catholic families if it would rain.

Hospitality Committee:

No report given

Informational/Educational Committee:

1. New committee name is “Family Enrichment Programs”. This will be developed with Student Interest Programs and Parent Education Formation. This new concept will be discussed further at the Back To School Night by Dawn Wagner. We will be highlighting ideas of a Science Club, Chess Club, Babysitting Course and Technology. Maureen Boylan brought up the idea of a Lego Club. She will

begin to organize. However, the emphasis will be at Back To School Night wonderful ideas will not flourish without assistance from families.

2. Maureen Boylan discussed a Challenge Club Chapter for girls in grade 4th through 9th grade. Girls meet 2 times a month. If parent is willing to start a club she would be happy to assist. She can be sent an e-mail at Maureen@boylanmail.com.

Back to School BBQ:

Lisa Strom report hamburgers were donated. She will assist in sending out thank you notes to those who made donations toward the event.

Breakfast for Baby Jesus:

No report given

FUNDRAISING COMMITTEES:

Fish Fry:

1. Linda Gottlieb reported a Tri-Parish fish fry is on October 14th. But, the dates are set for 2011-2012 school fish fry are February 10th, March 16th and March 30th.
2. Linda Gottlieb, Leroy Dahm or Lisa Green will motion was made to allocate money from the Home and school account to provide money to assist with the purchase the fish fry not to exceed \$1000.
- 3.

Flower Sale:

No report given

Magazine Drive:

1. Heidi Katte reported orders on paper \$2,663, online \$2224 with a profit at this time of \$3368 for the school. There is still the upcoming final turn in date where a majority of orders are turned in. BMX Bike event will be week of February 6th. There will be a group get together at Heidi Katte's house on September 23rd to help sort orders all are welcome. There will be more details forth coming. Those who would like to participate provided e-mails to Heidi.

Cookbooks:

No report given.

NEW BUSINESS:

Maureen Boylan requested to move forward for "New Family Gathering". She is coordinating with assistance of Julie Pannemann.

FUTURE MEETINGS:

Next home school meeting on October 20th at 6:30 p.m. St. Mary's teacher lounge.

Meeting adjourned at 8:00 p.m.

Port Catholic Home and School Minutes

For August 31, 2011

Present: Gail Kowalkowski, Dawn Wagner, Heidi Katte, Linda Gottlieb, Erica Lampert, and Dan Ross.

Prayer: “A Prayer for Educational Institutions”

June Minutes: Minutes approved with a minor correction to a number (missing a 0).

OLD BUSINESS:

Nothing discussed

PRINCIPAL’S REPORT:

None given, as the principal was not present. Due to a scheduling conflict on Wednesdays, the day of the week for Home and School meetings will need to be changed.

TREASURER’S REPORT:

Kory was not present, but she sent the final results for the 2010-11 school year. The highlight was that net income exceeded the goal for the year, but the group will need clarification from Kory on how much is left for the discretionary fund.

COMMITTEE REPORTS:

Student/Family Activity Committee:

No report given

Spookfest:

1. No date has been set for Spookfest. However, Dania is looking into holding it at the Ozaukee Sports Center. In order to do this money may need to be taken from the Family Activity Account. However, details still need to be sorted out regarding the cost and logistics of doing it off site.

Hospitality Committee:

No report given

Informational/Educational Committee:

No report given.

Back to School BBQ:

Things seemed to go well at the BBQ this year. There was enough food for the event so that everyone could have their fill.

Breakfast for Baby Jesus:

Port Catholic Home and School Minutes

For September 15th, 2011

Present: Gail Kowalkowski, Dawn Wagner, Heidi Katte, Linda Gottlieb, Erica Lampert, Julie Pannemann, Rick Goeden, Maureen Boylan, Lisa Strohm, Dania Sereno, Kory Eernisse, Rachel Linstroth

Prayer: “Our Father”

August Minutes: Minutes approved

OLD BUSINESS:

Nothing discussed

PRINCIPAL’S REPORT:

Rick Goeden shared “Art In A Suitcase” will begin Tuesday September 22nd. The Back to School Barbecue was well attended, and preparation is going well for “Back to School Night” for parents. There is a field trip planned for grades 1 through 8 for Holy Hill in October. The Port Saukville School District has off on February 20th not February 13th, so this date will be changing for our school as well. No further report at this time.

TREASURER’S REPORT:

Kory Eernisse presented Home & School budget. At this time, the total expense to date is \$458. A majority of this from the Back to School Barbecue.

COMMITTEE REPORTS:

Student/Family Activity Committee:

No report given

Spookfest:

1. Dania Sereno presented Spookfest is set for October 26th at St. Peters. The Ozaukee Sports Center was not feasible location to accommodate all Port Catholic families if it would rain.

Hospitality Committee:

No report given

Informational/Educational Committee:

1. New committee name is “Family Enrichment Programs”. This will be developed with Student Interest Programs and Parent Education Formation. This new concept will be discussed further at the Back To School Night by Dawn Wagner. We will be highlighting ideas of a Science Club, Chess Club, Babysitting Course and Technology. Maureen Boylan brought up the idea of a Lego Club. She will

begin to organize. However, the emphasis will be at Back To School Night wonderful ideas will not flourish without assistance from families.

2. Maureen Boylan discussed a Challenge Club Chapter for girls in grade 4th through 9th grade. Girls meet 2 times a month. If parent is willing to start a club she would be happy to assist. She can be sent an e-mail at Maureen@boylanmail.com.

Back to School BBQ:

Lisa Strom report hamburgers were donated. She will assist in sending out thank you notes to those who made donations toward the event.

Breakfast for Baby Jesus:

No report given

FUNDRAISING COMMITTEES:

Fish Fry:

1. Linda Gottlieb reported a Tri-Parish fish fry is on October 14th. But, the dates are set for 2011-2012 school fish fry are February 10th, March 16th and March 30th.
2. Linda Gottlieb, Leroy Dahm or Lisa Green will motion was made to allocate money from the Home and school account to provide money to assist with the purchase the fish fry not to exceed \$1000.
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Flower Sale:

No report given

Magazine Drive:

1. Heidi Katte reported orders on paper \$2,663, online \$2224 with a profit at this time of \$3368 for the school. There is still the upcoming final turn in date where a majority of orders are turned in. BMX Bike event will be week of February 6th. There will be a group get together at Heidi Katte's house on September 23rd to help sort orders all are welcome. There will be more details forth coming. Those who would like to participate provided e-mails to Heidi.

Cookbooks:

No report given.

NEW BUSINESS:

Maureen Boylan requested to move forward for "New Family Gathering". She is coordinating with assistance of Julie Pannemann.

FUTURE MEETINGS:

Next home school meeting on October 20th at 6:30 p.m. St. Mary's teacher lounge.

Meeting adjourned at 8:00 p.m.

No report given

FUNDRAISING COMMITTEES:

Fish Fry:

1. Money is still needed for a fryer for fish fries. Due to the age of some of the fryers and the inability to use the kitchen ovens, the cooks are finding it increasingly difficult to keep up with the amount of food needed.
2. A motion was made to allocate money from the Home and school account to provide money to assist with the purchase (there has also been a donation to help offset the cost) not to exceed \$1000. All in attendance agreed that this was an important issue and money well spent.

Flower Sale:

No report given

Magazine Drive:

1. The rep that was originally dealt with at the new company that we are using (Great American) no longer works there. We have a new one, and everyone that has dealt with him is confident that we will continue to do well in this relationship.
2. A new highlight for the magazine sale will be the appearance/talk from a contender on "America's Got Talent." The speaker is a BMX rider (Heidi could not remember his name) that will put on a performance and motivational speech for the kids. There will be a VIP seating for those who sell a specific amount of magazines.
3. The fire truck and McDonald's lunch will also be back.
4. There will be a duck pond pull for cash prizes at the upper campus, which alleviates the concern some expressed that there wasn't really any prizes that interested the older students.
5. Parents can go the PC website for more information and a link to the on-line sales.

Key Event:

No report given.

Cookbooks:

No report given

NEW BUSINESS:

None was brought up

FUTURE MEETINGS:

As noted above, due to a conflict with the principal's schedule, dates will no longer be on Wednesdays. The Home and School board is working on an acceptable date, so there is

only a date for the next meeting, which will be Sept. 15th at 6:30. Members are checking their schedules to see if the 3rd Thursday will work for them.

Meeting adjourned at 7:35

Port Catholic Home and School Minutes

for June 14, 2011

Present: Lee Kaschinska, Gail Kowalkowski, , Kory Eernisse, Rick Goeden, Lisa Strohm, Susan Deal

Note: this was an abbreviated meeting due to end of year

Prayer: "Our Father"

OLD BUSINESS:

Nothing discussed

PRINCIPAL'S REPORT:

1. Timbler Rattler's event is upcoming.
2. Lee introduced new principal Rick Goeden.

TREASURER'S REPORT:

Kory reported:

1. School General Fund \$20,00
2. Discretionary Fund \$3,021.83

COMMITTEE REPORTS:

Student/Family Activity Committee:

No report given

Spookfest:

No report given

Hospitality Committee:

No report given

Informational/Educational Committee:

1. The babysitting course did take place as costs were covered. No updated reports.

Back to School BBQ:

No report given.

Breakfast for Baby Jesus:

No report given

FUNDRAISING COMMITTEES:

Fish Fry:

1. Linda Gottlieb sent a e-mail.

At previous meetings, I have mentioned the need for a new fryer, and possibly a chest freezer.

Fish fry: We need to have 12 baskets frying for the first 3 hours or so. The gas ovens in the kitchen are not working up to full power, so we also have to use the convection oven for the poorman's. As a result, we now fry all the potatoes outside. The potatoes do turn out much better, but, that of course, meant that we needed more fryer space. Currently we have 5 fryers with 2 baskets, (total 10 baskets). Plus, one additional fryers has 6 baskets, but, those are slowly failing (the center 2 no longer work).

Leroy Dahm (my fish fry co-chair) has received a \$250 donation towards a new fryer, from a SM parishioner. A new fryer costs about \$1,000. If there are funds to be dispersed, I would like to be included, to be able to buy a new fryer--- approximately \$750. If that is not possible, then I would take the money out of my FF profits. **I will need committee approval, either way.**

FF dates: I have been touch with Lee, and the FF dates for 2012 are as follows: Feb 10, Mar 16 and Mar 30.

Chairs: Also, on a different note. SM is buying new chairs for the cafeteria. Many of the ones that they currently have, and we use, are over 50 years old. The SM Men's club is donating \$1,000 and the SM Women's group is donating \$1,000. We do use the chairs for various event. They plan to get 200 chairs @ \$20 each (from Costco). They might be getting a deal for \$15 each. Either way, they need between \$3,000 and \$4,000. They plan to have a fund raiser of some sort to raise the additional funds. **Could we donate something, since we use the chairs, too?**

On this issue, Susan Deal reported this was being taken care of by a committee within St. Mary's Parish.

Flower Sale:

Linda Gottlieb s The flower sale this year went very well. No real glitches or issues, and we were grateful to be able to use the store again. At this point, I have not see the final net, but I believe we either broke last year's record, or were very close. I am awaiting one more check and so there will be an additional \$250 added to the net Kory presents. Thanks to Cate Babcock for the very visible flower signs (fish fry is on the reverse). The date for the 2012 sale will May 17-19.ent a e-mail:

Magazine Drive:

1. We will be going with Great American instead of QSP beginning July
1. Susan Deal indicated was able to disable the Port Catholic account with QSP.

Key Event: No report

Cookbooks: No report

NEW BUSINESS:

1. A request for the upcoming school Volunteer Positions.

FUTURE MEETINGS:

Meeting adjourned at 7:15

Port Catholic Home and School Minutes

For May 18, 2011

Present: Lee Kaschinska, Gail Kowalkowski, Heidi Katte, Kory Eernisse, Kellie Kretlow, Linda Gottlieb, Lisa Green, Patrice Bostwick, Erica Lampert, and Dan Ross.

Prayer: "A Prayer for God's Inspiration"

April Minutes: Minutes approved.

OLD BUSINESS:

Nothing discussed

PRINCIPAL'S REPORT:

1. For the most part it was felt that the volunteer policy doesn't need major changes. One new recommendation will be that every family must put in at least 2 hours for the Key Event, as this is far and away the largest fund raising event the school has and numerous opportunities exist to help out, not just on the night of the event.
2. There has been discussion about having some sort of Open House at the beginning of the school year (separate from the Back to School BBQ). At this function there would be different sessions that would allow for the explanation of policies, information about various groups (such as Home and School Board), and the initial opportunity to sign up for volunteer hours.

TREASURER'S REPORT:

1. The Fish Fry has a net income of \$12,027.92. This is the most that has ever been made and includes a \$1000 donation from Catholic Financial Life. Linda G (Fish Fry chair) noted that there may be some minor outstanding bills at this point, and that part of the higher income was due to decreased costs related to a switch in vendors.
2. Money from the magazine sale from QSP is still trickling in. Profit to this point is at \$7213.25.
3. Income for March and April from Market Day was \$678.64.
4. Expenses for the Timber Rattlers game are \$106.90.
5. At the June meeting we will look at the projected income and expense totals for Home and School activities to see if they are realistic. Kory will come with new projections to the June Home and School meeting and will try to email members in advance.

COMMITTEE REPORTS:

Student/Family Activity Committee:

1. 77 people have earned/bought tickets for the Timber Rattlers event.

Spookfest:

No report given

Hospitality Committee:

1. Still planning a brunch for teachers on the last day of school.
2. There was discussion about what things they should get reimbursed for, especially individual members of the committee who frequently purchase items for events without getting reimbursed.

Informational/Educational Committee:

No report given.

Back to School BBQ:

No report given.

Breakfast for Baby Jesus:

No report given

FUNDRAISING COMMITTEES:**Fish Fry:**

1. As noted above, fish fry sales were the highest in history.

Flower Sale:

1. Flowers will be arriving May 19 around 8:15. Eighth graders will be helping with the initial unloading and sorting.
2. Linda noted that they can always use more volunteers, especially on Thursday.
3. Flower talk was never put on the school web site. Next year she will not give the actual talk, just the slide show on the web site.
4. Linda gave props to Missy Larson for creating the signs seen around town and the Ozaukee Press ad.

Magazine Drive:

1. Concern was expressed about people who renew subscriptions on line and don't have children in school. With the new vendor (Great American), the question was how will these people be notified, and if they aren't won't the profits go to the old vendor (QSP) and not the new vendor and Port Catholic? The committee will try to devise a report of who these people are, and hopefully Great American will contact them, as it will be in their best interests to do so.
2. There was also a question about whether certain rewards, especially non-financial ones like Out of Uniform Day, could be based on sales per family instead of child. It is hard for some families to reach the goals for each of their children, and even harder then to decide which child gets the reward.

3. Great American wants to know what the school's sales goal is. Lee said \$25,000.
4. We will need to discuss the pie-in-the face with the new principal.

Key Event:

No report given.

Cookbooks:

1. Need to figure out a way to market these, as new families may not even know that we have them.

NEW BUSINESS:

1. There is some interest in the open Home and School positions. This will be brought up at the next meeting.
2. Gail has talked to Discovery World about coming to Port Catholic and having a Science Club, much like the current Art Club. They are interested as long as we can guarantee 10 kids. It was agreed by all that there should be no problem in having 10 kids. Gail will follow up with details on this.

FUTURE MEETINGS:

Due to some conflicts in the schedules of many, the next meeting will be on June 16th at Tello's. This is a Thursday, not the usual Wednesday night.

Meeting adjourned at 8:10

Port Catholic Home and School Minutes

for April 13, 2011

Present: Lee Kaschinska, Gail Kowalkowski, Heidi Katte, Kory Eernisse, Kellie Kretlow, Linda Gottlieb, Lisa Green, Lisa Strohm and Dan Ross.

Note: this was an abbreviated meeting due to the ensuing flower talk.

Prayer: "Our Father"

March Minutes: Minutes approved after minor spelling adjustments.

OLD BUSINESS:

Nothing discussed

PRINCIPAL'S REPORT:

1. After spring break the reading program with the Timber Rattlers will be concluded. At that point we will see how many people are going and if there is an interest in getting a bus.
2. Lee would like to offer an in-service brunch for the teachers on the last day of school

TREASURER'S REPORT:

1. Fish fry income at this point is about \$26, 500 (\$20,000 is the budgeted amount).
2. There have been expenses to this point for the flower sale of \$298.00
3. The eighth-grade Bibles were purchased. The cost for these are \$378.40

COMMITTEE REPORTS:

Student/Family Activity Committee:

No report given

Spookfest:

No report given

Hospitality Committee:

No report given

Informational/Educational Committee:

1. The babysitting course will be May 11 and 12. The cost for those who register will be \$70. In the past it was \$65. Home and School will pay \$20 to cover the cost of transporting the materials.

Back to School BBQ:

No report given.

Breakfast for Baby Jesus:

No report given

FUNDRAISING COMMITTEES:

Fish Fry:

1. Still working on final totals

Flower Sale:

1. The sheets home with kids in their Wednesday folders
2. Tonight's talk will be put on the web site so people can view it

Magazine Drive:

1. We will be going with Great American instead of QSP beginning July 1. The logistics will be similar to what we currently have.
2. We have been guaranteed a 10% increase in revenue. If we don't make it, they will make up the difference.

Key Event: No report

Cookbooks: No report

NEW BUSINESS:

1. A notice will be coming home regarding changes to the volunteer policy, especially regarding the chair positions.

FUTURE MEETINGS:

After this, future meetings will be in the St. Mary's teacher's lounge (unless otherwise specified) on the following dates:

May 18

June 15

Meeting adjourned at 7:15

Port Catholic Home and School Minutes for March 16, 2011

Present: Lee Kaschinska, Gail Kowalkowski, Heidi Katte, Linda Guokas, Kory Eernisse, Jenny Johnson, Kellie Kretlow, Dawn Wagner, Linda Gottlieb, and Dan Ross. There were also two representatives from QSP fundraising present: Matt Brady and Pat Whalen

Prayer: Lee led us in a Lenten Prayer from the big prayer binder.

February Minutes: Minutes approved.

OLD BUSINESS:

Nothing discussed

PRINCIPAL'S REPORT:

1. On February 28th at the Board meeting, it was decided that volunteer hours and what qualifies will be looked at again.

TREASURER'S REPORT:

1. Current income and expenses were reported on – there hasn't been a whole lot of activity in the last month besides the Key Event, which reported a record profit.
2. One note about Fish Fry expenses – start up cash for all three fish fries have already been put into expenses even though only one fish fry has been held. This comes to \$800 for each fish fry. Also, some of the expenses are carried over from the first fish fry, such as supplies, therefore making the expenses seem higher than they ultimately will be (the expenses are front loaded, so total expenses will not simply be what they are for the first one for the following two).

COMMITTEE REPORTS:

Student/Family Activity Committee:

No report given

Spookfest:

No report given

Hospitality Committee:

No report given

Informational/Educational Committee:

1. Chris Rabideaux and Anne Huebner want to run a babysitting course again. They are looking at April, but the date needs to be worked on.

Back to School BBQ:

No report given.

Breakfast for Baby Jesus:

No report given

FUNDRAISING COMMITTEES:

Fish Fry:

1. Two freezers have failed (although one was due simply to a power outage). As a result, some product (fish, butter and bread) was lost due to spoilage. It was suggested by Linda that we need to consider setting aside money for new equipment, including freezers and fryers, as they are getting old and will need to be replaced in the near future. It was also recommended that the fryers be new, as they are then easier to set up, clean, etc.
2. We are going with a new vendor for the next fish fry, switching from Cisco to Reinhart. The cost was significantly less, in some cases for the exact same product.
3. We have placed an ad in the Catholic Herald for the final two fish fries. This is the first time this has been done, so we will see if it is worth the expense.

4. We now need a certified person in the kitchen at all times when preparing and serving food when money is charged. We will need to have people take a class to get certified. The cost is \$100. It was suggested that Home and School should cover the cost. Also, it was noted that some policies and procedures will need to be revisited once this certification process goes through. This will in turn lead to higher future costs.

Flower Sale:

1. Information regarding the Flower Sale will be in students' Wednesday packets at the beginning of April (April 6)
2. Flower orders will be due by April 27th.
3. The flower talk will be on April 13th at 7:00 in the St. Mary's cafeteria. This will be a good day to show your support for Port Catholic, as it is also a Culver's night and the Home and School meeting will run in the St. Mary's cafeteria from 6:30 to 7:00 (immediately prior to the flower talk). Last year the Hospitality Committee provided a large spread of refreshments for the meeting. It was very well done, but this year, because it is a Culver's night, Home and School felt that only light snacks and refreshments are needed.

Magazine Drive:

There was much discussion on the magazine drive due to the reps from QSP attending. We are considering going with a new company for next year, and QSP was given the chance to explain how things could be improved if we stayed with them. The following is the gist of both the concerns and their response.

1. Heidi's concerns (she was a chair of the magazine drive) – she did not believe that the previous rep (he is no longer employed by the company) was very good at communicating things with her. Of particular concern was his organization and follow through. One example provided was that he was two weeks late in picking up orders even though they had agreed on a date. This caused the starting date of people's subscriptions to be late.
2. Lee started by pointing out that some good changes had been made in the last few years. The pig races are enjoyed by students, we have replaced a limo ride with a ride on a fire truck, and a pizza party was replaced by McDonald's (these were cheaper alternatives and the kids seemed to enjoy them at least equally). However, he had concerns about the prizes. They were viewed as cheap and easily broke. He was wondering if there was a way that the money could be used for the 8th grade trip in lieu of giving prizes, especially at the upper campus where there wasn't much interest in the prizes anyway. Finally, he was concerned that we weren't kept up to date on changes, including getting rid of the CD's and adding the Facebook option.
3. QSP Response (Pat) – he agreed that much of what was done was unacceptable. It was his belief that the previous rep knew he was leaving and had already "mailed it in." As for the prizes, we can work with the new rep to put in place a program; it is basically up to the schools how much is spent on prizes and how it is spent. Also, he believed that the Facebook feature could be disabled. Other than that, he was hoping that they could be given another chance to work with us next year.
4. No decision was made on whether we would keep QSP or try a different company.

Key Event: No report

Cookbooks: No report

NEW BUSINESS:

1. We will hold off on looking for a bus for the Timber Rattler's game until we know how many people will be attending.
2. It was suggested that Home and School should take over the golf outing from marketing. There was no motion to do so, and the idea was tabled in order to be studied further.
3. Kory requested that a sign be put out in front of school advertising upcoming Home and School meetings to bring in more participants.
4. The president and vice president positions will be open next year. Both Gail and Dawn felt that, due to personal circumstances, they could not put in the hours that are needed to do the positions.

FUTURE MEETINGS:

After this, future meetings will be in the St. Mary's teacher's lounge (unless otherwise specified) on the following dates:

April 13 – this will be a brief meeting beginning at 6:30 in the St. Mary's Cafeteria. It will be followed by the flower talk.

May 18

June 15

Port Catholic Home and School Minutes

for February 16, 2011

Present: Gail Kowalkowski, Heidi Katte, and Dan Ross

NOTE: Lee was unable to attend due to 5th grade open house

Prayer: “Our Father”

January Minutes: January minutes were not present

OLD BUSINESS:

1. The family activity (Abe Lincoln re-enactor) went well. Over 100 people were present and the taco bar was enjoyed. The re-enactor did an outstanding job and was engaging to students of all ages. Nice job, Lee, on finding this individual.

PRINCIPAL’S REPORT:

Lee was not present due to 5th grade open house.

TREASURER’S REPORT:

No treasurer’s report was given

COMMITTEE REPORTS:

Student/Family Activity Committee: No report

Hospitality Committee: No report

Informational/Educational Committee: No report

Back to School BBQ: No report

Breakfast for Baby Jesus: No report

FUNDRAISING COMMITTEES:

Fish Fry: No report

Flower Sale: No report

Magazine Drive:

1. There will be a speaker (Matt from QSP) at the next Home and School magazine. The committee continues to weigh its options for next year regarding which company to use.
2. A few more deposits were made from this year’s magazine drive (Heidi).

Key Event: No report

Cookbooks: No report

NEW BUSINESS:

1. Ted Neitzke will be presenting to parents at 6:30 on March 1 in the St. Mary's gym. It will until 8:30, and the topic will be differentiation among children. Workers will be needed for this. Heidi will talk to the Hospitality Committee regarding this.
2. On a related note, the president (Gail) saw Ted's presentation the last time it was given and highly recommends it (the Secretary's wife concurs).

FUTURE MEETINGS:

The next meeting will be on March 16th in the St. Mary's teachers' lounge. After this, future meetings will be:

March 16

April (still working on)

May 18

June 15

Port Catholic Home and School Minutes

for November 17, 2010

Present: Lee Kaschinska, Gail Kowalkowski, Heidi Katte, Linda Guokas, Kory Eernisse, Lisa Strohm, Kellie Kretlow, and Dan Ross

Prayer: “Our Father”

September Minutes: Minutes approved with one minor change (the venue for future events). The secretary apologizes profusely for this editing error.

OLD BUSINESS:

1. Kellie talked to the rep again regarding Entertainment books. He is attempting to put together a smaller (and cheaper - \$20) local version. He suggested January as a good time to begin selling them. The committee felt that we would need to see a book first before that commitment was made.
2. It doesn't look like we can have an Earth Day Run/Walk this year. There is too much that goes into putting it together and not enough time to get it done (Heidi).

PRINCIPAL'S REPORT:

1. Lee proposed a motion to spend \$250 to pay Mr. T in script in appreciation for all the extra work that he put in installing the new parent access school program (information regarding this was in your child's Wednesday folder). The motion was approved by all and will be taken from discretionary funds to pay for it.
2. Progress is being made on the Home and School website.

TREASURER'S REPORT:

1. Market Day income so far this year is \$361.44
2. Magazine Sale income is reported under that committee.
3. At this point, receipts for \$169.94 have been turned in for Spookfest. There is more information regarding this below. There will be more receipts being turned in, so that total will go up accordingly.
4. The Back to School BBQ ended up costing \$613.53. This is slightly over the targeted budget (\$500), but there were extenuating circumstances as reported in last month's minutes.

COMMITTEE REPORTS:

Student/Family Activity Committee:

1. Lee gave a Heidi a brochure for a possible nutrition-based family activity. This could possibly fall under the Informational/Educational Committee.
2. There was continued discussion on the possibility of bringing in the Lincoln re-enactor. It was believed by many that this should be tied in with some other activity in order to increase family participation. One idea was having a dinner to go along with it – perhaps something like chili, spaghetti or a taco bar. A possible

date being looked at was Thursday, Jan.20. There is no school on that Friday. Lee will continue to look into this.

3. Lee mentioned the possibility of perhaps putting together an event going to a Timber Rattlers baseball game. This will be looked in to, perhaps as an end of the school year activity.

Spookfest:

1. There was discussion among the current coordinators of Spookfest about possibly having it at St. Peter's next year. That way it could be held outside, weather permitting.
2. In the future they may sell some small food items (hot dogs, chips, etc.) to help raise money for decorations.
3. It was pointed out that currently there is no budget for Spookfest. Kory said that she could shift money from discretionary funds and create a line for Spookfest. It was decided that \$250 would be shifted. Thus, discretionary funds is now \$4000 instead of \$4500 (\$250 for Mr. T and \$250 for Spookfest).

Hospitality Committee:

1. Everything is on track for the soup and chili that will be served to teachers on the night of conferences (Nov. 22).

Informational/Educational Committee:

1. Gail looked into bringing someone from Discovery World up. She will continue to pursue this.
2. Heidi mentioned that she would like to do something for March, which is National Nutrition Month. This, too, will continue to be pursued.

Back to School BBQ:

1. No report given/needed.

Breakfast for Baby Jesus:

1. Things are moving along fine at this point.

FUNDRAISING COMMITTEES:

Fish Fry: No report

Flower Sale: No report

Magazine Drive:

1. The last of the invoices and reimbursements have been taken care of. At this point, net profit for the event is \$11,158.20
2. We have received an invite from another company trying to get us to use them instead of our current company for the magazine drive. We may look into details on this.

Key Event: No report

Cookbooks: No report

NEW BUSINESS:

There was no new business brought up.

FUTURE MEETINGS:

After this, future meetings will be in the St. Mary's teacher's lounge (unless otherwise specified) on the following dates:

December (still working on, but will probably be at Chrissy's in Belgium)

January 19

February 16

March 16

April (still working on)

May 18

June 15

Port Catholic Home and School Minutes

for October 20, 2010

Present: Lee Kaschinska, Gail Kowalkowski, Heidi Katte, Linda Guokas, Lisa Green, Dawn Wagner, Uvidelio Castillo, Linda Gottlieb, Kory Eernisse, Lisa Strohm, Kellie Kretlow, and Dan Ross

Prayer: Kory Eernisse

September Minutes: Minutes approved by all

OLD BUSINESS:

1. Further discussion was had regarding selling Entertainment Books. Some new information that was brought up included:
 - a. We would get 50% of proceeds, regardless of whether we sell the whole book or the smaller version.
 - b. They have a sales rep that is willing to come to a future meeting. Kelly will follow up on this.
 - c. Group consensus was that we should see if the rep could put together a more local version of the smaller book or a card, and then we will decide on the issue.

PRINCIPAL'S REPORT:

There was no specific principal's report – it was wrapped into other reports.

TREASURER'S REPORT:

1. At this point we have made \$6893.40 from the magazine drive. There is another deposit that needs to be made. Some families will need to be reimbursed for a processing fee that was charged but then they couldn't get the product.
2. Total cost of the Back to School BBQ was \$613.53. This was more than in the past due to some issues with procuring the meat. There was a suggestion by Lisa G that perhaps pre-cooked meat could be used next year out of safety concerns.
3. At this point, Spookfest has cost \$26.41.

COMMITTEE REPORTS:

Student/Family Activity Committee:

1. Dania still needs help with Spookfest. Also there was some concern/confusion about the note regarding babysitting. There will **not** be babysitting during the event – this is meant as a family event. This will get taken care of.
2. Heidi K will talk to Julie P about the Christmas program.

Hospitality Committee:

1. The committee needs dates on when future events are. Per Lee, food for teacher would be appreciated on Monday, Nov. 22.
2. At this point they have not been reimbursed for their last event.

Informational/Educational Committee: No report

Back to School BBQ: See Treasurer's Report

Breakfast for Baby Jesus:

1. The date for the event is December 4th. Christa C. has already begun working on this.

FUNDRAISING COMMITTEES:**Fish Fry:**

1. There are seven people on the committee
2. This year all fish fry days are on regular school days, so no setting up early.
3. This year the committee has decided to again give out gift certificates for the neighbors because of the inconvenience that they cause them. This year each residency will get two gift certificates instead of four.
4. There was discussion about having a few raffle prizes at the fish fries. This will be further discussed.

Flower Sale: No report

Magazine Drive:

1. We are encouraging people to renew their magazines. This way we get credit for them.
2. Prizes will start to be given out to the students for sales. The "Ultimate Prize Level" will be at the end of the month (Oct).
3. Twenty-five McDonald's meals will be given out which will affect the hot lunch program accordingly.

Key Event: No report

Cookbooks:

1. Perhaps they can be put out at events to encourage sales.

NEW BUSINESS:

1. There was a suggestion that the 8th graders could do a brat fry as a fundraiser for their trip. Uvidelio was going to look into this.
2. There was a recommendation that the Home and School meetings need to be better publicized.
3. Some preliminary work is being done on putting together a website for the organization. Perhaps this could help with publicizing. Also, it could serve as a central location for all the forms, announcements, etc. that parents may need.

4. Another suggestion (Heidi) was that perhaps the school could organize an Earth Day Run. Heidi was going to look further into this, including talking to some running organizations like the Badger Striders for ideas/help. Also, it was suggested that perhaps other groups, like the YMCA or Anytime Fitness may want to be involved.
5. The Flower Sale will be on May 19th and 20th.

FUTURE MEETINGS:

The next meeting will be held at Tello's on Wednesday, November 17 at 6:30 in the St. Mary's teachers' lounge. After this, future meetings will be:

- December (still working on)
- January 19
- February 16
- March 16
- April (still working on)
- May 18
- June 15

Port Catholic Home & School Association

September 16th, 2010 Meeting

6:30 p.m. @ Business Office

OPENING PRAYER-

APPROVAL OF MINUTES

TREASURER'S REPORT

COMMITTEE REPORTS/RECOMMENDATIONS

- Back to School Barbeque
- Family Activities Committee
- Parent Night Out Committee
- Informational/Educational Program Committee
- Hospitality Committee
- Breakfast for Baby Jesus

FUNDRAISING COMMITTEES

- Magazine Drive
- Fish Fry
- Cook Books

Please make sure to have a committee member present to provide committee update. Any updates can also be sent to Gail Kowalkowski @ kevingailk@verizon.net.

OLD BUSINESS

NEW BUSINESS

PRINCIPAL'S REPORT

FUTURE MEETING DATE, PRAYER ASSIGNMENT