

**Nativity School Parent-Teacher Organization
Meeting Minutes for August 14th, 2006**

Present: Cindy Hutchins, Grant Benjamin, Lee Hoedl, Amy Mathias, Tammy Hoganson, Lori Dietz, Molly Thomas, Chad Flanagan, Kathy Setness, Rita Visser, Tim Scott, Fr. Dale Kinzler

Opening Prayer

Approval of Minutes: Minutes from April 24th, 2006 meeting approved with corrections. Motion to approve by Tim Scott, second to motion by Kathy Setness.

Unanimous vote to approve.

Members/Guests to be heard: Michele Herrington presented an opportunity for a Christian Music Concert during Catholic Schools Week by The Donut Man. 6 concerts for \$3,000 with the idea of 3 concerts at the elementary schools with each elementary school sponsoring, 1 concert at large for the community and 1 concert sponsored by Park Christian or Oak Grove. Cost for Nativity would be \$600. Michele would coordinate. Will be discussed in further detail at next meeting with Old Business.

Principal's Report – Cindy Hutchins

- Mrs. Hutchins commented on the great teamwork between Nativity Parish, FCSN & PTO in getting the library remodeled.
- There will be 2 ceiling fans installed in each classroom. This is a gift from Nativity parish. Carl Hanson will be the electrician.
- Parents of 5th graders had presented a petition to the superintendent regarding class size. It was discovered that the state guidelines have a maximum class size of 25 students for K – 3rd grade and 30 students for 4th and 5th grades. Mrs. Hutchins would like to get the word out that the class sizes fall within those guidelines. Guidelines are reviewed every 3 years and Mrs. Hutchins will find out when next review date will be.
- FCSN has approved a para-professional for the 5th grade this year – 4 hours total per day.
- New background check for volunteers will be implemented this year. This is a new guideline set by the FCSN. Not sure what exactly the background check will include. Mrs. Hutchins hopes to get more details by Back to School Night.
- School pictures will be taken by Scherling's Photography again this year.

Teacher's Report – Nothing to report

Treasurer's Report – Jeff Jacobson absent

- Nothing to report – will go through budget thoroughly at September meeting.

Officers' Reports

A. President – Lee Hoedl

- Thanks to Grant for a great job as President last year.
- Get agenda items submitted to Lee or Amy before the meetings so agenda can be distributed and reviewed to all members prior to meeting. This will help with time constraints at meetings if we are all up to speed on the subject matter beforehand.
- 2007 Carnival Theme – The Wonderful World of Nativity. There are some copyright issues we need to be aware of when marketing to the public. Carnival will be on Friday, February 2, 2007 from 6:00 PM to 9:00 PM.

B. Vice President – Dave Groth absent

C. Past President – Grant Benjamin

- Grant will meet with Mrs. Hutchins regarding a 5th grade drug awareness program.

D. Secretary – Amy Mathias

- Please give Amy all contact information updates.

Committee Reports

A. Public Relations Coordinator – Tammy Hoganson

- Back to School Night is August 22nd, 2006 from 3:00 PM to 6:00 PM. Will need help from PTO Members to set up starting at 2:30. It was discussed and decided to wear khaki's and a red or white shirt and a red, white or blue baseball cap with name tag to make the PTO Members recognizable to families for help in answering questions, receiving forms, etc.

B. Fund Raising Coordinator – Lori Dietz

- Looking forward to the Kids Cards and the Carnival Raffles to be the big money makers again this year.
- Tim Scott suggested a recycling program where recycling funds go back to Nativity rather than to the Public Schools if specified as such. Tim will research and report back.

C. Curriculum Coordinator – Molly Thomas

- Overview on the curriculum coordinator position.

D. Volunteer Coordinator – Kathy Setness

- New Volunteer Sheets were created and were sent to families this week in the Back to School Night package to be completed and returned at Back to School Night.
- More discussion on the new background check policy issue.

Old Business

- None to review

New Business

- Back to School Night, August 22nd, 3:00 – 6:00. PTO Members to greet, handout folders, take completed forms, answer questions, take fees, etc. It was decided that the popsicle treat handed out to the students on Back to School Night was too messy and unnecessary. Will not do this year.
- Discussed traffic flow for Back to School Night. It was decided to have the tables go around the perimeter of the gym for better flow. Also, have all forms at first table upon entering, to be picked up and filled out and left at last table as people are exiting.
- Mrs. Hutchins noted there are approximately 370 students enrolled at Nativity this year.

Adjournment: Tim Scott move to adjourn. Tammy Hoganson second the motion. Unanimous vote to adjourn.

Next Meeting: Sept. 11, 2006, 6:15 PM in the library

Prepared by Amy Mathias, PTO Secretary