

**Christ the King School PTO
Approved Meeting Minutes
September 19, 2022**

Officers

Chair: Amy Brin

Incoming Chair: Crista Hollingsworth

Incoming Chair (2024): Leslee Bertram

Principal: Ann Bruggeman

Teacher Liaison: Kelley Taylor

Secretary: Jessica Lawrence

Treasurer: Shannon O’Bryan

Admissions/Marketing/Communications/Development: Lindsey Ball

PTO Communications: Jennifer Bennett

Attendance: Amy Brin, Crista Hollingsworth, Shannon O’Bryan, Shana Peterson, Megan Mottet, Lindsey Ball, Jennifer Bennett, Liza Betz, Leslee Bertram, Ann Bruggeman, Kelley Taylor, Kara Heissenbuttel, Kate Salsman, Lindsey Clickner, Julee Albina, Jill Wesley, Alicia Holzberger, Laura St. Germain, Mary Jane Rodes, Tara Lawrey, Ellen Lockett, Daniele Owens, Kelli Faulkner, Jessica Lawrence

TOPIC	COMMENT	ACTION ITEM
Call to order and PTO Mission Moment	<ul style="list-style-type: none"> ○ Meeting opened at 0800 with a prayer and introduction by Amy Brin ○ Leslee Bertram recognized Ellen Lockett for her work on Charleston Wrap. Appox. \$20,000 for the school. 	
Secretary Report/Approval of Minutes	Motion by Megan Mottet to approve April 2022 minutes, second by Liza Betz. Motion carried.	
President’s Report- Amy Brin	<ul style="list-style-type: none"> ○ Overview of Board Agenda ○ Thank you to Ann, Lindsey, and Kelly for their involvement and collaboration with PTO ○ Bylaws revised by PTO Advisory Board ○ Now called: Rules and Recommendations <ul style="list-style-type: none"> ○ Crista Hollingsworth presented the new Rules and Recommendations 	<ul style="list-style-type: none"> ● Set date and time for Townhall for second trimester <p>Send approved Bylaws out to school community at large</p>

	<ul style="list-style-type: none"> ○ Current Bylaws stated they needed to be revised every 5 years ○ Changed to Advisory Committee with Chair/Cochair instead of President/Vice-President <ul style="list-style-type: none"> ○ The meeting frequency changed to once a trimester ○ Change to Townhall type of meeting to encourage participation ○ Presented to Ann and Kelly this summer ○ Meeting in August with Committee Chairs to present Rules and Recommendation ○ Clarified the role of PTO: How can parents come together to support the goals and schedule of school ○ Questions and Comments: PTO “bucket” still available for use currently about \$1,000 ○ Motion for approval by Shannon O’Bryan, second by Ellen Lockett: passed ○ Committee Chairs Report Out <ul style="list-style-type: none"> ○ All are up and running with 8-10 volunteers ○ Will keep teacher luncheon and fall conference during fall break week ○ Used uniform sale November 13th from 1-3:30 ○ Mother/Son event: Game truck Company coming in March ○ Amy sent out template for chairs to help with succession planning and all event dates have been set ○ Today only business meeting for the year. Will set townhall for November. <ul style="list-style-type: none"> ○ Topics to include mental health, technology, social media, etc. <ul style="list-style-type: none"> ▪ Officer Morris: Internet Safety ▪ Raising our Kids Initiative with Ms. Gibson 	
Treasurer’s Report- Shannon O’Bryan	<ul style="list-style-type: none"> ● Budget Updates 	

	<ul style="list-style-type: none"> ○ Committee chairs have budget numbers for events ○ Can still use POs for reimbursements ○ Have cash available for startups: just need to fill out forms 	
Principal's Report- Ann Bruggeman	<ul style="list-style-type: none"> ○ Capital Campaign Project : \$800,000 available for use <ul style="list-style-type: none"> ○ Safety First Projects being implemented ○ Changing signage for all doors ○ Changing all locks on doors to single key ○ Numbering rooms outside on windows ○ Doors to be numbered ○ Large spaces not "named" just numbered ○ Double set locked doors at entrance beginning hopefully May 1st: "Human Trap" ○ Shana suggested to ask kids where the "hiding places" are ○ Identified area between gym and church as high-risk area <p>Oktoberfest: Numbers not in yet, but deposits were higher than ever</p>	
Teacher Liaison Report- Kelley Taylor	<ul style="list-style-type: none"> ○ Recent/Upcoming Events <ul style="list-style-type: none"> ○ Field trips coming up ○ Faith First is growing ○ Parochial basketball is open for enrollment ○ Volleyball up and running ○ New curriculum coming in phases <ul style="list-style-type: none"> ▪ Funding for all subjects available through EANS funding 	
Admissions, Marketing, Communications Report – Lindsey Ball	<ul style="list-style-type: none"> ○ Thanks for all Oktoberfest support ○ Boosterthon moving to October 28th Will be called "Boo"sterthon. 	

	<ul style="list-style-type: none"> ○ Staying with Boosterthon but changed to model to keep more profit, but will need more volunteers <ul style="list-style-type: none"> ○ Pre-K: Trick or Treat Stations ○ K-5: Glow run/dance in gym ○ Middle school : Dance ○ Middle school dance was a huge success for 8th grade field trip ○ Sip and Shop: November 18th and 19th <ul style="list-style-type: none"> ○ Keep entry fee ○ Vendors needed ○ 2 Dudes Moving sponsoring, but have need ○ Sunshades coming for rooms and need volunteers to help install, money from I Give Catholic <ul style="list-style-type: none"> ○ October 17 install date ○ I Give Catholic is November 29 <ul style="list-style-type: none"> ○ Money to go toward new science lab ○ 	
Additional New Business	None ○	
Next Meeting Date/Time	Not set yet. Will be November for Town Hall	Set time and place for next meeting – Second Trimester Townhall
Meeting Adjourned	The meeting was adjourned at 9:04 AM.	
Respectfully Submitted By: Jessica Lawrence, Secretary		