

**Saint Brigid Catholic School  
PTO Meeting  
April 15, 2019 6:00pm**

**PTO Mission Statement:** *“The mission of the Saint Brigid Catholic School Parent and Teacher Organization is to assist in providing moral, spiritual, and financial support that directly benefits the children who attend Saint Brigid Catholic School. In addition, the mission of the PTO is to provide such support to the staff of the school, enabling them to continually provide quality educational experiences for our children.”*

Present: Scott Key's, Laura Wilkowski, Max Schneider, Angelina Mitus, Brian and Rebecca Stubbart, Julie Bayardo

1. Prayer led by Laura Wilkowski
2. Introductions
3. The March minutes were approved and seconded by Scott Keyes and Max Schneider.
4. The SCRIP report was submitted electronically by Jean Storey.

Meeting date: 15Apr19 (report prepared 12Apr19)

**Profit fiscal YTD vs. previous year**

	2018-19 scrip year				2017-18 scrip year			
Period	PTO	TRP	GASF	Total	PTO	TRP	GASF	Total
Q1	\$1,883	\$666	\$0	\$2,549	\$1,707	\$794	\$0	\$2,501
Q2	\$2,136	\$2,607	\$0	\$4,743	\$2,968	\$3,069	\$0	\$6,037
Q3	\$1,716	\$1,970	\$23	\$3,709	\$1,831	\$2,605	\$91	\$4,527
Q4 to date	\$529	\$968	\$15	\$1,512	\$1,389	\$1,938	\$241	\$3,573
Total	\$6,264	\$6,212	\$38	\$12,513	\$7,894	\$8,407	\$332	\$16,639

Note that there was also \$6 profit earned for athletics in 2017-18 scrip year but none earned yet in 2018-19 scrip year to date.

**Participation current fiscal year**

Number of families who have achieved \$100 minimum profit for PTO: 26

Period	School family	Friend or relative	School or parish staff	Parishioner	Other	Total
2017-18	51	11	25	25	1	113
Q1	27	3	10	9	3	52
Q2	41	4	8	6	1	60
Q3	40	4	25	19	1	89

Q4 to date	27	1	2	6	0	36
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**Total sales fiscal YTD vs. previous year**

Period	2018-19 scrip year			2017-18 scrip year		
	PrestoPay	Total	% PrestoPay	PrestoPay	Total	% PrestoPay
Q1	\$50,145	\$62,220	81%	\$41,775	\$50,830	82%
Q2	\$73,575	\$102,813	72%	\$74,325	\$110,396	67%
Q3	\$56,200	\$87,698	64%	\$65,765	\$100,217	66%
Q4 to date	\$26,345	\$33,358	79%	\$58,642	\$79,327	74%
Total	\$206,265	\$286,089	72%	\$240,507	\$340,770	71%

**2018-19 goals**

Goal	Current status
>=10% increase in funds to PTO vs. 2017-18	Achieved 10% growth in Q1 but did not achieve in Q2 or in Q3. Year to date at 81% of last year's PTO contribution.
>= 70% of new families signed up and using scrip	13 of 21 (62%) new families have placed orders so far
>= 50% of all families signed up and using scrip	53 of 91 (58%)
>=25% of school staff signed up and using scrip	17 of 18 (94%)
>=45% of school family participants signed up for PrestoPay	42 of 106 (40%)
Identify and train new scrip coordinator + back up coordinator	Have sent emails to potential candidates but no replies received yet. Mrs. Wilkowski put a plea for volunteers in March 15 and April 11 school newsletters.

**PTO profit comparison 2017-18 vs. 2018-19**

- 2018-19 PTO profits are \$1172 less than prorated 2017-18 PTO profits.
  - The deficit breaks down into the following categories:
  - No longer at St. Brigid: 9 families and \$628 deficit
  - New at St. Brigid: 14 families and \$437 increase
  - Existing: 50 families ahead of last year (\$688 increase) and 38 families behind last year (\$1669 deficit)
  - Net difference in new versus graduating/moving families is \$191 deficit or 2% decrease in overall PTO profit.

- Biggest impact is that existing families seem to be buying less scrip than last year overall (deficit of \$981 or 12% decrease versus last year).
- Potential ideas to meet goals
  - Adding payment option of credit card at scrip table
  - Feedback from Jeannine and Fr. Andy is that Square is not an acceptable payment option. OnlineSundayGiving is acceptable but would require frequent money transfers and lots of extra work by Jeannine and scrip coordinator to keep paperwork straight. So we will not pursue this option.
  - Interestingly, the latest customer feedback survey from Great Lakes Scrip Center had several questions about allowing payment using credit cards. If this becomes an option for GLSC, we will revisit this topic. Otherwise, it is dead for the time being.
  - Contests
  - Back to school contest complete. Lisa Whyte won the drawing for “new to scrip” families, and Christine Bowerson won the overall drawing.
  - Holiday sales contest complete. Sixth grade won free dress day, and Tracey Shark won gift certificate.
  - End of year contest – proposing a summer stock up and PrestoPay signup contest for month of May.
  - Class with highest sales/student will get extra recess.
  - Any new PrestoPay customer will be entered into drawing for \$25 gift certificate.
  - Additional sales opportunities
  - Sunday sales – continue to sell during pancake breakfasts.
  - TRP to offertory donation for parishioners – waiting for Jeannine/Father Andy to put pilot on parish council agenda.

### **Financial update**

- Scrip account balance: \$8,415.04
- Inventory balance: \$9,227
- Scrip account reconciliation issues: none through October. November through March data submitted to Jeannine. Confirmation of reconciliation requested but not yet received.
- Inventory adjustments: none
- Unusual or one-off charges or income: none
- Q3 TRP transfer complete, and credits entered into FACTS by Jeannine.

5. The pastor's report was submitted electronically by father Andy Booms.

- Remind of the emerald evening 60/20/20 split
- They should get their budget to us in the next month.
- And they are welcome to the summer and fall “fully alive” sessions (family dinner included)
- June 25, July 23 and August 13

6. Principals report is as follows:

### **Principal Update PTO**

**April 15, 2019**

1. Safety and Security Grant!- \$23,000 for security cameras, access controllers, bulletproof glass
2. Lenten programs for students- Hunger banquet (food deserts, reconciliation and Stations of Cross)

3. NWEA testing is beginning- important that students do their best on these tests
4. P/T conferences Tuesday and Wednesday
5. First Collection of Walkathon monies on Monday April 22; T –shirt Tuesday on the 23<sup>rd</sup>
6. Re-registration is open again. It is important that parents sign up early to help us in planning for next year!
7. For parents with 8<sup>th</sup> grade students we are trying to collect thumb drives with pictures of their children from birth to present by May 3.
8. Calendar for next year done and presented to parents during conferences.
9. Free Public Lecture Series on Mental Health- Gary wants to have them come and do some next year

The committee discussed playing up using SCRIP for remodeling, whether or not we could get Great Lakes Ice Cream SCRIP in higher denominations (only available in \$5 right now), and could we use SCRIP to replace the damaged SCRIP table.

7. Max Schneider just received the budget from Jeannine Hovey. He briefly talked about the fact that we were over in PTO expenses but it was offset by our PTO income. He said that SCRIP is off a little this year. After income donuts with Dad only cost \$10. We have raised \$633 towards walkathon so far. We will call an executive board meeting to discuss the budget further as he had not had the opportunity to review the budget in details.
8. The president had nothing to report.
9. The president vice president and Treasurer positions will be voted upon next month. Candidates for the positions are Scott Key's, Max Schneider, Brian Stubbart, and Angelina Mitus.