

Annunciation Parent Organization
Sept 17, 2019

“Give thanks to the Lord, for he is good! His faithful love endures forever.” Psalm 106:1

Officers:	Co-Presidents: Courtney Dingman and Heather Mueller Co-Vice Presidents: OPEN Secretary: Sara Slack Treasurer: Tara Dietenberger	
Time Allotted	Item:	Speaker:
6:45 – 6:50	Welcome, Prayer & Opening	Courtney/Heather
6:50 – 7:15	<p>Presidents' Report:</p> <ul style="list-style-type: none"> • SeptemberFest <ul style="list-style-type: none"> ○ Bingo Volunteer with ASC – few remaining spots open so please check availability ○ Gift Basket submitted for “Date Night In” containing Bite Squad Gift card, champagne + flutes, red wine + bottle opener, 2 tins of chocolate and movie • September Meeting Recap with Principal Cassidy <ul style="list-style-type: none"> ○ Request to leverage lunchroom/playground volunteers more consistently. <ul style="list-style-type: none"> ▪ Provide list of expectations and trainings for volunteers so they have better direction on what to do. ▪ Maria Destino the Lunchroom Coordinator and in progress of coordinating volunteers. ○ Request to continue to educate on Box Tops – would like to use Box Tops fundraiser or mini-grant for Cricket (vingly sign printing) machine to create custom signs for doorways and Middle School hallways. Estimated cost around \$300 for Cricket machine. ○ Christmas Concert: Use Tshirts with flags or colors of country in lieu of costumes – could be worn for Spirit Days and Carnival. <ul style="list-style-type: none"> ▪ Money comes out of the activity fee or raise fees elsewhere. ▪ In progress of scoping vendors + cost • Volunteer Recruiting Update: <ul style="list-style-type: none"> ○ Co-VPs needed! Please start spreading the word ○ 7th and 8th grade reps needed ○ Grade rep information on expectations has been sent out to both grade reps and to teachers. List of emails by grade to be sent to all grade reps by end of week. ○ B&N Bookfair Chair/Co-Chairs needed. <ul style="list-style-type: none"> ▪ Kerry sent over list of volunteers who had marked B&N on their volunteer form. ▪ Heather/Courtney to connect with Meghan Stebbins on what information from last year there is and call B&N to ensure event date is secured. 	Courtney/Heather

	<ul style="list-style-type: none"> • Friendly Update <ul style="list-style-type: none"> ○ Friendly is a new social and emotional learning curriculum geared for staff + students to use. APO sponsored the funding of Friendly ○ Staff training for Friendly tools on social and emotional learning to occur 9/18 ○ Communication to parents on what Friendly is to go out in The Weekender Sept Wk 3 or 4 • Next APO meeting: Oct 15th 	
<p>7:15 – 7:40</p>	<p>Officer Reports:</p> <ol style="list-style-type: none"> 1. School Report – no update 2. Teacher Report: Staff room in need of microwave; APO to look at budget and determine if we could fund 3. Treasurer Report: <ul style="list-style-type: none"> ○ Dining out and Used Uniform has brought in strong contributions so far. ○ Need to determine grant amount to be distributed to teachers – Tara to connect with Jen R. and distribute Oct. 4. School Advisory Report: discussed ASC goals for the year; no confirmed follow-up on community forum yet. 5. Volunteer Coordinator: 70% return rate on volunteer forms; lists sent out for 7 different events already and 10 more volunteer lists going out this week 6. Health Office: no update 7. Hospitality/Luncheons: <ul style="list-style-type: none"> ○ Next event is 6th grade monthly teacher luncheon on 9/18 ○ Monthly luncheons will always be the 2nd Wednesday of each month (with exception of September). Additional lunch will be added in May. ○ Each grade has been assigned one monthly luncheon and one hospitality event for the year which has been sent to the grade reps already. ○ Grade reps are responsible for coordinating the teacher luncheon and hospitality event – namely securing grade volunteers to ensure set-up and clean-up happens. <ul style="list-style-type: none"> ○ APO will purchase food/beverage items for Hospitality events for 2019-2020 school year. This will be used to document amount used vs. purchased and will likely transition to grade reps next year. Grade rep will send out already created Sign-Up Genius to secure volunteers for set-up and clean-up. ○ Each grade is responsible for purchasing food/beverage items for monthly teacher luncheons. APO will send out the monthly lunch “menu” at least 1.5 weeks prior to the luncheon with a SignUp Genius. Grade rep will be asked to pick up any missing items on day of luncheon that are not brought in. 	<p>Jen Renstrom</p> <p>Sheila Loschy</p> <p>Tara Dietenberger</p> <p>Courtney Dingman</p> <p>Kerry Korman</p> <p>Teresa Cops</p> <p>Jenny Kearney / Tara Dietenberger</p>

