

St. Stephen Parent Support Group Meeting Summary – 02/07/22

Attendees: PSG Board Members: Chair – Chris Lutsic, Co-Chair – Cassy Cortese, Treasurer – Stacy Tenorio, Communications – Tracy Duran, Events – Rita Arnaout-Price

Principal: Mr. Monte, Parents: Judy Beaudrie, Jennifer Ruffner, Tim Ruffner, Cricket Bodary – Advisory Board Member

Meeting called to order**Opening Prayer****Review previous meeting minutes and Discussion:**

1. 70th anniversary shirts were purchased with reserved Parent Guild funds raised and held prior to the 2021-22 school year.
2. PSG to provide popcorn for rescheduled student appreciation movie day Wednesday, 2/9/22.
3. PSG to provide lunch for teacher appreciation scheduled for Wednesday, 2/9/22.
4. Open House is 2/27/22 10-2.
 - a. Staff is considering a mini art fair to tie in with 70th anniversary celebration with decade projects and to decorate for open house.
 - b. PSG to supply refreshments, favors with St. Stephen information to take away for children and parents which include beachballs, pencils, pens, and magnets, host information table (include ABC information), and advertise St. Stephen graduate accomplishments and testimonies via displays around school.
 - c. Hold raffle to entice attendance. PSG to supply hats and drawstring backpacks. Athletic Booster Club (ABC) donated Piston's tickets for the raffle. Stacy Tenorio offered Tiger's tickets.
 - d. Raffle and take away items were ordered from A Design Line totally \$1,137.14. This excludes sales tax because of non-profit status.
5. Advisory Board is reaching out to local Catholic churches to advertise. Tim Ruffner also offered to look into advertising at his home parish. Will also consider asking other parents to support advertising effort by visiting parishes.
6. Mr. Monte discussed a possible tuition increase currently being studied. Scrip will help offset increase. There are also tuition assistance options.
7. In addition to veteran and new family mentor program, consider working to integrate preschool families more. Also discussed student spotlight initiative such as preschool student of the month. Mr. Monte to discuss with Ms. Oziem.
8. PSG should host information table at festival. Tracy followed up with festival leadership. There will be no 2022 festival.
9. Deposit totally \$6,435 to PSG account. Checks were ordered costing \$69 and will arrive 2/15/22. Also, need to investigate electronic payment options. Also, need to view bank activity online as needed for more current reconciling. Chris to discuss with bookkeeper.

10. New Activity Center Scoreboards were installed costing \$980. Will use old scoreboards as prize at 2023 auction.
11. Remaining 2021-22 school year PSG fundraising events include:
 - a. Penny Wars during Catholic Schools week – concluded 2/8/22. \$1,400 raised. 3rd/4th grades won the ice cream and recess prize.
 - b. Dearborn Brand Company Easter fundraiser – Tracy to lead. Expected to distribute to school and parish families 3/9/22.
 - c. Little Caesars pizza kits – Live with ordering online with direct delivery. Event runs January 26 through February 24, 2022. The goal is \$1,000 for open house funding. Family who sells the most will win a \$50 gift card. \$980 has already been achieved.
 - d. Daddy Daughter dance – Rita will lead this event being held Sunday, 2/20/22 from 4 pm – 7 pm (doors open at 3:45).
 - i. Cost is \$15 per couple and \$2 each additional daughter.
 - ii. Flyers went home to school families and parish families via bulletins.
 - iii. Rita is working on raffle items.
 - iv. Eli (Rita's brother) is donating photography.
 - v. New backdrop setup ordered costing \$27 and \$14 per each additional backdrop. Group voted to reimburse Eli.
 - vi. Need parents to help.
 - vii. Pizza, cupcakes and drinks will be served.
 - viii. Centerpieces will be door prize raffle.
 - ix. Chris has lighting and fog machine.
 - x. Will use same approved music playlist from 2021.
 - e. Mom Son game night – Rita will lead this event being held 4/30/22. Considering whether to purchase a new backdrop.
12. Designated 2/11 or 2/18 2023 for next school auction. Cricket Bodary agreed to handle classroom projects for 2022 and expected 2023 auction.
13. 4/29/22 is the Continental Dinner to be held in-person.
14. Consider simplifying how athletic information is presented to parents during sports registration and online.
15. Stevie (SS athletic mascot) will visit preschool.
16. Jennifer Ruffner suggested including board pictures and biographies on website to help parents be more familiar with members.

Next Meeting is Thursday, March 3, 2022, at 8:15 a.m. in the cafeteria.

Closing Prayer

Meeting Adjourned