



Cathedral School Parents' Association Meeting Minutes

17 September 2015

Attendees: Amy Biggs, Christy Ragan, Bente Houle, Lory Caldwell, Mary Okon, Melinda O'Scannlain, Helen Heller, Kristine Bachand, Christine Solomon, Barbara Hall, Sarah Havlik, Andrea Molloy, Olivia Larson, Angie Cunningham, Sara Stewart, Steve Rupert, Tricia Quinteros, Erin Acker, Erin Herrick, Lisa Ryan, Janet Jacobs, Dee Kurilo, Matt Bordonaro, Amy Cooney

Next Meeting: 19 November 2015, 8:15 AM, Courtyard

Officer Reports:

President's Report: Janet Jacobs

Janet read the PA mission and announced the new members to the PA board. She welcomed Erin Herrick as secretary and Amy Carnahan and Liesel Nebel to the New Families committee.

Janet, on behalf of the school, will be sending flowers to Monsignor for the death of his father.

Janet also gave a big Thank You to the Back to School BBQ team. They did a great job entertaining all the kids and parents too! At this event, 100 Run4Cathedral glasses were sold which is great! Thanks to Jennifer Moody for the wine donation, any of the wine bought at the BBQ was donated to the PA. Janet, on behalf of the PA, will send flowers to Jennifer for her generosity.

Janet will speak at the curriculum night and will ask members to stand up when she introduces them.

Treasurers Report: Dee Kurilo

Dee has a meeting next week with Jennifer regarding the budget. Budgets will be sent to the committee members after that meeting.

Please remember to submit receipts for anything that is bought, including in-kind donations. The board wants to accurately reflect the amount of money being spent. If you choose to use the PA debit card, please complete the form at the front desk.

Principal's Report: Amy Biggs

Meet and Greet and Back to School BBQ went really well. High Schools will be visiting 7th and 8th grade this week. Cathedral staff chose "Mindful of our Mission" for this year's school theme. The intent is to bring our Mission to the forefront. Children will recite every morning. Staff reevaluated "Goldens", dropped clock, added car and hall pass. University of Portland women's soccer game is on October 1st.

Book Fair is October 10-16, all parents are required to work one 2-hour shift. All proceeds go back to the library. Last year's book fair generated \$10,000 for the library, which is fabulous! Curriculum night is tonight starting at 6PM. It will be general information in the gym followed by classroom visits.

Committee Reports:**Special Events:** Lisa Ryan

A big thank you to the Back to School BBQ team for pulling off a successful event. 100 Run4Cathedral glasses were sold. There was extra food that was donated to the hot lunch program. Having the grades, 3rd and 7th, were great and worked out perfectly.

Faculty Hospitality: Andrea Molloy

The back to school breakfast and survival jars were a hit with the staff! The next event is the conference lunches, which Andrea will be coordinating with her team.

Room Parent Coordinator: Sarah Havlik

The Room Parents had a meeting with their teachers before the meet and greet which went great and everyone is organized for the year. It was a way for the room parents and teachers to connect and everyone is off to a great start.

Hot Lunch: Dee Kurilo

Julia Kuhn is responsible for coordinating the lunch volunteers and Dee coordinates the volunteer chefs. Dee Kurilo and Christine Solomon will share the responsibility of buying all the materials and food for the kitchen while being mindful of their budget. Dee would like to encourage everyone to take a turn being a server and/or cook because it is a great opportunity to see your kids during the day and the kids love when their parents are in the lunch room. A question was raised regarding pre-ordering lunches. Dee will take all the info to her committee and start figuring out if this is a viable option for Cathedral.

New Families: Liesl Nebel and Amy Carnahan

The new family meet and greet on August 30th was well attended and fun for everyone to meet before the school year started.

Parish Liaison: Helen Heller

The goal is to bridge the school and parish. There is a need for ministry volunteers, altar servers and members of the Knights of Columbus. The parish is always so generous to the school, let's try and show our appreciation by helping at the church. Christine Solomon and Mary Okon volunteered to help Helen this year.

School Supplies: Christian Buchholz

Everything went smoothly. One request is to have a sign indicating where to go to pick up your school supplies.

Book Fair: Christy Ragan

The book fair will start on October 10th and will end on October 16th. If there are CYO games on the 10th, then the book fair will be open so that we can increase sales from outside our community. Last year, \$10,000 was raised and all proceeds are for the library. The volunteer spot will be sent out soon as every family is required to work a 2-hour shift. PA was asked to pay for donuts and coffee for the "dad's and grandparents day." Janet will review with Dee (Treasurer) and get back to Christy.

Volunteer Coordinator: Dee Kurilo

This is the first year that the school is requiring every family to fulfill their volunteer requirements. The requirement is 10 hours per student or 20 hours per family. Ms. De Clerq will be signing everyone in and out as a way to track hours. If a parent works on a school-related project outside of school, please submit hours to the office. A suggestion to use Help Desk was given, as it is a way to track volunteers and could be a financial kickback to the school based on reaching a volunteer hour goal. Also, any hours worked at the parish can be counted towards the volunteer requirements.

Wreath Sale Coordinator: Erin Herrick and Andrea Molloy

Andrea Molloy and Erin Herrick met with Dee Kurilo to learn the timeline and expectations for the sale. Andrea and Erin will be meeting to go over all of the details and get them out to the community.

School Committee Reports:

Auction: Christy Ragan

Christy invited everyone to the first Auction meeting next Thursday, September 24, in the courtyard at 8:15 AM. There will be food and coffee, bring your ideas and join her to learn all the auction-related info!

CYO: Kristine Bachand

Volleyball and Hot Shots are off to a great start! Basketball will be offered in the winter for 3rd-8th grades and track in the spring for 3rd-8th grades, both boys and girls. An email regarding the sweatshirt sale will be going out soon.

Run4Cathedral: Jennifer Moody and Andre Jackson

Pledge forms will be going home today. There is a family fun run starting at 3:30 PM for any interested families. The Run4Cathedral is on October 2nd, 1 PM.