

GAP Meeting Minutes Meeting #2

Tuesday, November 13, 2018

1. Called to Order (Shawn)

Shawn called the meeting to order.

Members presents: GAP President-Shawn Bennis, GAP Vice President-Karen Hathaway, GAP Treasurer- Bryan O'Neill, GAP Secretary-Cristin Joy, Lisa Cynowa, Michelle Mader, Laura Marhevko, Carron Boyer, Erin Dawkins, Kelly Hess, Christopher Rennie, Ann Copenhaver, Judy Bunao, Randy Altman, Mindy Mazurek, Stephanie Lang, Mary Ann Weitzel, Kristen O'Neill, Bryan O'Neill, Michael Kardasz, Laura Slowinski, Marjorie Bresson, LaRonda Wells, Rita Fares, Stephanie Yousif, John Maltese, Monica Kulaga, and principal, Mr. Turk.

2. Opening Prayer (Mr. Turk)

3. Introductions

Members introduced themselves.

4. Principal's Report (Mr. Turk)

- a. Building Maintenance and Repairs- The parking lot is being patched, to be completed this Thursday, depending on weather and snow. There are plans for a permanent remodel of the parking lot next summer. Islands will be done in cement, not asphalt, and one of the small islands will be taken out. Sewer lines are being scoped and snaked with no recess tomorrow due to this. The roof of the boiler room was leaking after the new boilers were installed, so roof repairs of the boiler room were completed.
Goyette has been out to fix heating issues with the school. Currently, they are trying to balance heat in the building and identifying thermostats that are not working. 2 units are not heating properly, in the Spanish and 5th grade room. Lack of maintenance on the heating system has led to these issues. Air quality tests have been done, just to be safe. Cost to complete the air quality tests have been \$205/room.
- b. Standardized Testing- IOWA testing was completed and Guardian Angels students scored ABOVE the national norm in all areas, except math computation, in which we were AT the national norm. AIMSWEB testing has started and will wrap up this week. So far, results have shown us ABOVE the national norm for grades 1 and up. AIMSWEB testing is done in the winter and spring to give a baseline and then check students' progress. PreK and 1st grade complete a written exam and those in older grades complete the test on a computer.
This year's IOWA test results for grades 4-8 were displayed at conferences on large posters made by All Access Tags. There are plans to use these results further for our marketing.

- c. Free PRODIGY program is being tested with the older grades this year and may replace IXL in the future.

5. Treasurer's Report (Bryan)

- a. Current Budget Report- Bryan distributed the current budget to date and reviewed.
- b. Playground Budget- It was noted that we are overbudget for playground maintenance this year by \$1412.44 to date. The fence, installation and woodchips were not accounted for when money was paid out for the playground in last year's budget and, therefore, had to be covered this year. The bill paid last school year only covered the actual playground structure and installation of that equipment.
- c. There was a motion by Mindy Mazurek to provide a more detailed budget report at the next GAP meeting. Motion was seconded by Mary Ann Weitzel. Motion voted on and passed unanimously.

6. Event Committee Reports

- a. **Jog-A-Thon (Shawn Bennis)**- The weather was rainy the day of the event, so nothing went as planned. The lower grades ran laps in the gym in the morning and the older students ran in the afternoon. The rain held off in the afternoon just long enough for students to complete their jogs. Fr. Tony led off each class. We exceeded our budget again and will plan to do the event next year. We have paid for use of the fundraising website for next year already.
- b. **Fall Bingo (Kelly Hess)**- 48 families and about 180 people attended. The cost was \$10/family, which covered expenses for food, BINGO cards, and prizes. The money donated back from the event was from the 50/50 raffle.
- c. **Mom2Mom Sale (Cristin Joy)**- We sold over 80 tables and all that we physically had available at the school. A new table was purchased the day of set up, since we were short. Many people purchased tables after the deadline, but we were able to exceed the expected amount brought in by over \$800.
- d. **Trunk Or Treat (Stephanie Yousif)**- Over 300 people attended with 58 walkins. There were some complaints from adults that didn't want to pay if they didn't trick-or-treat. Two donuts/person, popcorn, and cider were provided for all participants, as well as prizes for station builders. 6th grade won a dress down day and had 15 people from their class attend the event. Mindy Mazurek expressed interest in possibly chairing the event next year.
- e. **Pizza Lunch (Christopher Rennie)**- The event is 1 week away. All volunteer spots have been filled. He is working on negotiating a price with Dolly's pizza right now. Marco's and Carmoni's were also recommended.
- f. **St. Nicholas Day (Judy Bunao)**- 310 bags will be filled this year; 95 for catechism students and 215 for GA students. Ten high school volunteers from Bishop Foley have been recruited to stuff bags. St. Nicholas has been booked and is scheduled for the event. A religious item is included this year. Everything was ordered online, except candy canes, because they were

crushed last year. St. Nicholas prayer cards were ordered and the rest of the goodies were from Oriental Trading Company.

- g. **Secret Santa Shop (Carron Boyer)**- Only two more volunteers are needed for the event. Teachers have signed up for their time slots and delivery of items just needs to be confirmed. Rebecca Barrens has been helping co-chair again this year, even though she no longer has children who attend GA. A new co-chair will be needed next year.
- h. **Traverse Pie Sales (Stephanie Lang)**- Order forms are going out tomorrow. The company requires payment ahead of time to order your pie. Certificates will be valid until the end of May. We will start with 150 certificates to sell. Order forms and certificates will also be available in the school office. Stephanie requested a signup genius for volunteers to sell certificates after weekend masses in December. The certificates are \$18 towards ANY pie. \$6 for every certificate comes back to the school.
- i. **Used Uniform Sales (Laura Marhevko)**- There have been four sales so far, with over \$400 profit made. There will probably be another sale at the school Open House. Lots of pants are available. Parents are also welcome to come on their own time and stop in to purchase items.
- j. **Spiritwear (chair not present)**- Will confirm that gym uniforms are now available for sale. Mr. Turk states he will have a long sleeve gym logo shirt added for an option to wear.
- k. **Hungry Howies Pizza Certificates (Michelle Mader)**- Sale of certificates will be around Christmas, with arrival by Super Bowl Sunday. Certificates will cost \$7 each for a medium 1 topping pizza and the school will get \$4 back for each certificate sold. N.U.T. Cards will go to the top selling student from each class and a pizza party will be awarded to the top selling class.
- l. **Box Top (MaryAnn Weitzel)**- Box Tops were turned in for the November deadline and \$350 was earned back. This was lower than previous years. Possible incentives for classrooms to turn in Box Tops were discussed, including extra recess for top earning classes. No final decision was made at this time.

7. Auction (Erin Dawkins)

The Auction committee has finalized ticket pricing and sponsorship levels. The Auction website will go LIVE this week with this information listed. There will be early bird discount pricing available.

- \$45 early bird individual ticket, will increase to \$50 after April 1
- \$85 early bird couples tickets, will increase to \$100 after April 1

Mrs. Perry will put this information on the GA website and post it on social media.

Donations- The committee is currently working on obtaining LIVE Auction items and reaching out to their contacts. If anyone has season tickets, is a business owner or knows anyone that wants to donate something, please let Karen Hathaway know. We have received our first donation from Oriental Trading

Company, a \$25 gift certificate. Mrs. O needs money for the auction baskets from each classroom and would like the money by this week so shoppers can get good deals over Thanksgiving weekend.

The next planning meeting will be on Thursday, November 15, 2018 at the Knights of Columbus Hall.

8. New Business (Shawn)

- a. Sign Up Genius Changes- The GAP Board is looking at ways to make signup genius less confusing for chair heads. We are aware that some chairs have had issues getting administration permission for their events and also there has been confusion about how to create a signup for their event. We are discussing ways to streamline the process and will update chair heads of these changes once they are finalized. After an event is completed, an updated list of volunteers will now be sent to Cristin Joy to make sure it is reflected correctly in Signup genius and that families get their appropriate volunteer hours.
- b. Paper Products- GAP has spent over half the allotted budget for paper products this year already. In order to make better use of the budget, a new product that is more natural based and guaranteed to kill 99% of bacteria has been ordered to replace disinfectant wipes, except for in the cafeteria. This product will be used with paper towel in the classrooms. The paper product closets are now locked and teachers have to get a key from Mr. Turk to access them. As a result of these changes, the closets seem to be better stocked now. Pre-K still needs baby wipes, but the school may have them be included in part of the Pre-K fee next year.
- c. Chairs/Shadows Needed- Trunk or Treat needs a chair or two for next year. Mindy Mazurek has expressed interest in possibly taking over this event. A shadow is needed to co-chair Secret Santa Shop next year with Carron Boyer. A shadow is needed for the Daddy Daughter Dance.
- d. GAP Board Positions- President and Vice President will be up for election at the end of the year if anyone is interested.

9. Open Forum

- a. Athletics- The Athletic Director informed parents that with the roll out of the Archdiocese program, Unleash the Gospel, next year they are avoiding activities on Sundays. He has been trying to trial run it this year. He also requested some improvements be made to the gymnasium, with ideas including fresh paint, new athletic banners, repairing electrical issues, creating a more visible trophy display case. Shawn Bennis asked him to create a wish list with quotes and costs to be presented for the budget discussion in May.
- b. Latchkey help is still needed on Fridays.
- c. All parents received a N.U.T. card. Christopher Rennie won the drawing for the door prize.

10. Adjournment

The meeting was adjourned at 8:15pm. Next meeting is January 8, 2019 at 7pm in the Library.

Thank you to those who attended and who have volunteered and participated in GAP events. You are appreciated!