



ST. JOSEPH SCHOOL  
PARENT FORUM

Parent Forum Meeting Minutes

September 6, 2011 at 6:30 p.m.

St. Joseph - School Library

---

Attending Board Members: Mrs. Stasi, Marguerite Nader, Kathy Chaulk, Debby Criter,  
Jessica Jaworski, Lucy Oleski, Gloria Bertram, Meghan Giebel

Opening Prayer

Principal's Report: The following items were discussed:

Book Fair. The book fair is scheduled to begin on 10-17-2011 and will end 10-23-2011.

Bus Update: After several meetings with the owner of the bus company, Mrs. Stasi reported service levels are improving. Additional work is underway to evaluate pick up times and routing options so students arrive to school on time and safely. Moving forward the school will continue to monitor the situation and report feedback to the bus company to drive improvements.

Driver's Line: To address confusion in how the pickup line functions, pink slips outlining the process guidelines were distributed at the pickup location

Committee Reports:

Lunch Room/Hot Lunch: Volunteers are needed to support the morning and afternoon shifts. Currently, 80 individuals volunteer; however, scheduling of volunteers continues to be a challenge. The committee believes appropriate staffing of the lunch room requires 4-5 volunteers to support the morning shift and 2-3 volunteers to support the afternoon shift. To help support this request, the PF agreed to draft a letter outlining the task responsibilities to solicit additional volunteers. The letter will be routed to the Ambassadors for distribution to the school families.

President's Report: The following items were discussed:

Picture Day: Group pictures will be taken on Thursday, October 13, 2011. Helpers are needed to coordinate picture day for class pictures. Debbie Criter volunteered to coordinate the activity to ensure adequate coverage.

Money raised through Promotion: Marita Blanken will contact Amy Marciniak to coordinate an interview for the church bulletin.



# ST. JOSEPH SCHOOL

PARENT FORUM

PF Supplies: The purchase of coffee pots and table cloths to support social events/functions at the school was discussed. The PF agreed to proceed with the purchase of two coffee pots (approximate cost \$150.00/ea.) and table cloths (approximate cost \$10.00/ea.)

Parent/Teacher Conferences: *It was reported the hot lunch committee will purchase lunch for the teachers.*

#### Treasurer's Report:

A review of family account activity is in process. Options were discussed to streamline the process for next year was discussed. The PF agreed to support further evaluation of creating one (1) form itemizing all required fees and having the family write one (1) check to cover all the fees. The check would be issued to the school who in return, would issue a check to the Treasurer. Jessica Jaworski will work with Beth on this action item.

#### Secretary's Report:

The August 2011 meeting minutes were approved.

#### Next Meeting:

The next PF meeting will be held on Tuesday, October 11, 2011 at 6:30 p.m. in the School Library

#### Adjournment