

SS Peter and Paul Home and School

Meeting Minutes

September 6, 2023

The meeting was called to order by Vice President Debbie Schuster and the attendees came together in prayer.

Matt Kueny from Edward Jones presented information on money market funds, which are currently earning 5.3%. Matt stated this could be treated like a savings account and if the organization needed funds, it could be taken out in one business day.

For background, President Lauren Cowherd stated that the BTC account was established at the time because they had a desirable interest rate and funds were transferred into that account from the Central Bank account. That interest rate is no longer as attractive and there could be a better option, like the money market account. Matt stated the biggest risk is that the money market account interest rate adjusts with the Federal Reserve (when the interest rate increases, this rate increases, and vice versa). Lauren asked if we were to choose to close the account in the future if there was a penalty and Matt confirmed there is no penalty. Stacy Kueny, Treasurer, said the other benefit is we currently have three accounts that cannot easily be transferred amongst each other.

Vice President Debbie Schuster stated we could entertain a motion under new business if the membership would like to pursue this option.

Secretary's Report

Secretary Dana Rogge presented the minutes from the April 4, 2023, meeting. There were no additions or corrections to the minutes. Jessie White moved to approve the minutes and Julie Brooks seconded. Minutes approved.

Treasurer's Report

Treasurer Stacey Kueny presented the Treasurer's report. Our total assets as of Sept. 6, 2023, is \$178,766.80.

Actual financials were presented at the meeting. Expenses since the last meeting included:

Teacher Account Payments	\$3,756.83
Pool Membership for SSPP Summer Program	\$260
July Parish Support Payment	\$27,500

Amazon Prime Membership	\$139
Pallet of Paper for School*	\$1,798.49
Desk and Filing Cabinet for Mrs. Nagel's Classroom*	\$655.38
3 Weighted Lap Pads for PreK	\$99.98
Popcorn Machine	\$379.99
*Items over \$500 were approved via electronic vote of membership.	

The 2023-2024 budget was presented via hard copy at the meeting. The budget was approved via electronic vote of the membership in May 2023.

Julie Brooks pointed out that in the copy of the budget presented at the meeting that only \$750 was budgeted for Grandparent's Day. Treasurer Stacy Kueny confirmed this was a typo and that the approved budget includes \$2,000 for Grandparent's Day.

Heather Rapp asked if the \$178,766.80 in assets presented in the financial report included the expenses listed in the report. Treasurer Stacy Kueny confirmed that expenses are already reflected in that amount.

Heather also asked about the budget figures for the auction and the anticipated expenses and profit figures. The current budget shows estimated expenses at \$8,500. She then asked for clarification if the auction committee had to have approval of all expenses for the auction. President Lauren Cowherd clarified that the auction committee can spend up to their budgeted amount and if there are expenses over the budgeted amount, it would require approval according to the organization's bylaws - expenses up to \$500 leadership can approve and above \$500 can be a vote of the membership. Heather will look at actual expenses from the auction last year to determine if there should be an amendment to the budget.

Wendy Martin moved to approve the Treasurer's report and Suzann Richerson seconded. Report approved.

Principal's Report

Principal Abby Martin thanked everyone who helped this summer with school improvements.

She provided an update on the replacement of stair treads as discussed in the April meeting. She has received a quote for \$26,000. Due to the amount (over \$25k), Fr. Mark will have to submit a letter for approval to the Diocese. Abby is also asking for partial funding from the Diocese.

Mrs. Martin has received two quotes for door security upgrades and has been working with the Finance Council on which direction to go. She has also applied for a safety grant to replace

some classroom doors upstairs, preschool and music room. The grant would also go toward cameras, walk-talkies, additional door security and fencing.

Old Business:

Field Day

Coach Ronnfeldt reported that field day was a success. Students enjoyed the enhanced waterslide and bounce house. She already has some ideas for next year.

Teacher Appreciation Week

Jessica Rapp coordinated Teacher Appreciation Week last spring. The teachers present at the meeting reported it was great!

New Business:

Funds Requests

- **ChromeBooks**

Mrs. Martin requested funding for 25 additional ChromeBooks for the school. She reported the school currently has 164 ChromeBooks that update as they should. They have several that should be moved out of rotation, with eight ChromeBooks that aren't functioning. There are 23 ChromeBooks that no longer update.

The new ChromeBooks are proposed HP G7 14" ChromeBooks with the total estimated cost being \$7,023.50. The last batch of refreshed computers were purchased in 2021.

Heather Rapp asked if what she was proposing (25) would leave enough spares. Mrs. Martin stated that would only leave her with three spare computers.

Dan Schuster moved to purchase 35 new ChromeBooks for the school from our preferred technology provider. Heather Rapp seconded the motion. The estimated cost would be approximately \$8,500.

- **Teachers Pay Teachers School Subscription**

Last year, the Association approved a subscription to the Teachers Pay Teachers website which allows teachers to be able to download classroom resources. The teachers felt this was helpful and requested the subscription be renewed. This account would be up to 20 users. The total cost \$4,275. Heather Rapp moved to approve the subscription renewal and Dan Schuster seconded the motion. Motion carried.

- **Bowling**

Coach Ronnfeldt would like to plan a bowling unit again for the junior high students. She reported there are 52 students in junior high classes. The estimated cost to take the students bowling for this unit in the spring would be approximately \$1,456. Suzann Richerson moved to approve. Shelly Schuster seconded the motion. Motion carried.

Grandparent's Day

Event chair Julie Brooks reported that planning has started on Grandparent's Day, which will take place on Friday, October 6th. She reported that last year 430 sandwiches were prepared with approximately 20 leftovers. We will likely stick with that number. Risa Venable volunteered to help with decoration and several teachers are also set to help. After last year's success, Julie plans to pre-packaged sack lunches again. She asked if there was a preference of doing all of the food prep morning of, or the night before. It was confirmed there wasn't a conflicting volleyball game, so the consensus was to do the food prep the evening of Oct. 5.

Mrs. Martin said there could be a volunteer sign up distributed via email when we send out information about Grandparent's Day.

Mrs. Martin also mentioned that once we have the floor covering down on the gym floor, she'd like to use the new floor scrubber on the covering before tables are put down. Coach Ronnfeldt confirmed she will have students take care of getting the floor covering down.

Sports Volunteers

Coach Ronnfeldt also reminded those in attendance that she is looking for volunteers to fulfill various roles for the upcoming volleyball season, including some helpers needed for the home opener on Sept. 7.

Wrapping Paper Sales

Wrapping Paper fundraising chair Suzann Richers on reported that so far there has been \$7,286 in online sales, resulting in \$2,723.20 in profit. The fundraiser concludes on Monday, Sept. 11. There was discussion that the catalog wasn't as good as past years and sometimes customers shy away from ordering online due to the shipping costs. Suzann and others mentioned that they will sometimes pool online orders together to save on shipping costs (if you have several people wanting to order items only available online). Suzann mentioned she will look at sales this year of catalog versus online and see if it would be worthwhile to move to online sales only next year. While we make a better profit from items ordered from the catalog, there would be a lot less work involved if we nix the catalog. She is hoping to plan delivery for around parent teacher conferences.

Spirit Wear Order

Spirit Wear can be ordered year round and items ship directly to your house. The URL to order is: <https://teamlocker.squadlocker.com/#/lockers/ss-peter-and-paul>. These are items that can be worn on school spirit days.

Mrs. Martin also mentioned that the logo wear store, with shirts, sweatshirts, and jackets that are embroidered with our school crest, will close on Sept.8. These are items that can be worn every day as part of the approved uniform.

Treats for Parent Teacher Conferences

Jessie White has volunteered to coordinate treats for Parent Teacher Conferences

Spirit Squad

President Lauren Cowherd has already coordinated members of the high school dance team to teach a dance routine for spirit squad. We need an adult volunteer to coordinate practices and the performance. In previous years, they have performed at a volleyball match and a basketball game, but depending on the volunteer, this could be changed up to two basketball games, etc. If interested, please reach out to a member of the leadership team.

Miscellaneous

Vice President Debbie Schuster read a thank you note from Mrs. Nagel for the new desk and filing cabinet.

Based on the presentation from Matt Kueny, Suzann Richerson moved to close our BTC account (current balance \$100,536.28) and transfer all funds to an Edward's Jones money market account. Wendy Martin seconded. Motion carried. President Lauren Cowherd emphasized that it would be an active savings account where the organization could pull the funds as needed for expenses, unlike our other Edward Jones account, which is more of a long-term growth investment account (current balance \$26,164.18).

Auction Report

Heather Rapp reported that Feb. 24, 2024, is the date set for the annual fundraising auction. Based on discussion from a previous meeting, Allison Frederick asked about fund-a-need and how we want to get idea proposals. Families who have ideas for projects that could be supported by the auction's fund-a-need can be submitted to the auction committee by Oct. 1. Projects typically range from \$8,000 to \$15,000. Mrs. Martin will include this information in upcoming school newsletters.

The meeting concluded with those present praying the Glory Be followed by a Hail Mary for the Atkison family.

Meeting adjourned.

Respectfully Submitted,

Dana Rogge

Secretary