



Our Lady of Mercy School

PTG Meeting Agenda

Wednesday, August 17, 2001 – Café Fresco, East Greenwich

Meeting Commenced at 7pm

In Attendance: Sister Jeanne, Maura Legare, MaryBeth Campellone, Jill Hackett, Kristen Abood, Rosa Ciunci, Colleen Clare-Coen, Kathy Cottam, Jen de Bont

Opening remarks/prayer: Maura Legare and Sister Jeanne

Principal's Report: Sister Jeanne

- Teacher openings:
 - 5th grade and Health – interviews are underway
- Change to start time of school:
 - Bells will change to reflect start time of 5 minutes earlier, 7:55am
 - The purpose of the change is so that the last period is not cut short
- September 6th is “Meet the Teacher” night
- First Friday Mass will be held on September 2nd
 - The past PTG board will sponsor the coffee hour following mass
- Art Masters:
 - Due to fire hazards the Art Masters paintings in the hall need to be covered with glass

President's Report: Maura Legare

- New Family Breakfast August 28th 10 – 11:30am: (cancelled due to Hurricane Irene)
 - Ordered 50 Art Master's calendars to give to new families
 - School store – should we open the school store at the breakfast?
 - Further discussion needs to take place as there is lack of space for the store
 - Each new family will be assigned a host family
 - E-mails/calls will be sent to host families with instructions
 - Host families are to call the new family prior to school starting to welcome them to OLM
 - Cards will be printed with the host family information and provided to the new family at the breakfast
- Teacher Appreciation:
 - In an effort to show our appreciation to teachers all year long we will implement “Teacher of the Week”
 - Each week a different teacher will be chosen

- To do: map out each week so the year is planned in advance
 - Involve room parents in helping coordinate Teacher of the Week activities
 - Present the teachers with a token of appreciation each day of the week or a few days that week
 - Utilize Great Lakes to purchase gift certificates (i.e. Panera, gas cards, etc)
 - Ask students in the class to formulate questions to ask the teacher – possibly one a day in an attempt to get to know their teachers better
 - Start with 8th graders and end with Pre-K
 - Include teacher aides
- Uniform Swap:
 - Meghan Magiera will chair again this year
 - Maureen Pagliaro purchased clothing racks to help organize the uniforms
 - Uniforms will be made available at the New Family Breakfast
- OLM Website:
 - Pat Andraka will manage the website
 - Form Section:
 - There will be a new Form section on the website
 - In an effort to save paper all forms will be posted on the website, parents will need to print off the form, fill out and send into school
 - Reminders will be sent as part of Wednesday Notes and links to forms will be made available through Wednesday notes
 - OLM Handbook will be posted on the Website this year
 - The handbook will not be printed this year however, parents will need to print the acknowledgement page, sign and return to school
 - Discussion took place around creating a page on Facebook for OLM, all board members felt it was not a good idea this year

Vice President's Report: Marybeth Campellone

- Lunch Duty:
 - Maureen Pagliaro will be the Lunch Vendor Liaison between OLM and Aramark
 - Aramark contact is Kelly McKeon
 - Still in need of a Lunch Duty Coordinator
 - Overall need of volunteers for lunch duty:
 - This year we will open volunteering to grandparents:
 - Grandparents will need to perform BCI checks and attend Safe Environment class
 - Signup sheets will be present in each classroom at Meet the Teachers night as well as Welcome Breakfast
 - A memo will be crafted explaining the benefits and the criticality of having a sufficient amount of lunch volunteers

Faculty Representative: Jill Hackett

- Explained the role that the faculty representative plays on the board

Socials: Kristen Abood

- New Family Breakfast: (cancelled due to Hurricane Irene)
 - Sunday August 28th 10 – 11:30am
 - 36 new families; 14 have replied that they will be attending
 - Volunteers needed to help set up, check-in, manage food/drink, general information and clean-up
 - Food will be the same as last year
 - Gift bags will be provided to each new family which will include a new family packet (family tips, Aramark packets, volunteer information, lunch duty letter) and a calendar from the Art Master program
 - Blue and white themed decorations will be used
- Teacher Breakfast:
 - Tuesday August 30th 8am
 - Invitations have been sent to each teacher
 - Teacher gifts have been donated and purchased
- Welcome Back Family BBQ:
 - Sunday September 18th at 4pm (raindate will be September 25th)
 - Aramark will provide the food
 - Possibly charge \$5 per person which will cover food, Aramark volunteer, amusements
 - Rockwell Amusements:
 - Looking into a rockwall and volleyball net
- Father Daughter Dance:
 - Set for February 11, 2012 at Quidnesett CC
 - Committee met twice
 - Theme discussed is Winter Wonderland
 - Looking into a sundae bar, karaoke and a camera booth

Ways & Means: Colleen Clare-Coen and Rosa Ciunci

- 5K:
 - Preliminary discussions are underway, still determining feasibility and timing
 - Colleen will chair this event
 - Marybeth Campellone and Maureen Pagliaro will help Colleen with this event
 - Reviewed race application form
 - Determined that someone “in charge” at OLM will need to sign this form
 - Discussed linking this event to fund a scholarship fund
 - Route discussed would start at the school
- Barnes & Noble Shopping Event:

- This event will take place at the Bald Hill Road location on Thursday December 8th
- Mrs. Craybas will help with a story hour at the event
- Possibly have OLM band play at event
- 15 – 20% of proceeds will be donated back to OLM
 - Either in the form of items from the store or cash
- Raffle:
 - PTG can purchase a Nook to raffle off at event and all proceeds of raffle will go directly to OLM
- Walk-A-Thon:
 - Need a chair for this event
- Mum Sale:
 - Allison Chatowsky will chair this event
 - September 15 – 18th
 - Volunteers are needed for weekend sale
 - Open item:
 - Can we skip the sale on Thursday and incorporate into the Welcome Back Family Night on September 18th since there will be a lot of traffic at the school?
- Yankee Candle:
 - Flyer will be created and sent to families the second week of school
- Christmas Ornaments:
 - The board decided to table this fundraiser for discussion next school year due to the new events being planned for this year (i.e. 5K, Barnes & Noble)
- Angela Moore Bracelet:
 - The board decided to table this fundraiser for discussion next school year due to the new events being planned for this year (i.e. 5K, Barnes & Noble)
- Pageant DVD Sales:
 - Sarah Abouzeid will chair again this year

Treasurer: Kathy Cottam

- Provided board with Procedures for Check Reimbursement and Check Deposits
 - Forms are available in the Health Office
 - Check deposits can be given to Irene in the school office
 - Payments can be picked up in the rectory
 - Be sure to fill out a check request for reimbursement for whatever materials you buy
- PTG General Account has \$2,000
- Allocation sheet was also reviewed

Secretary: Jen de Bont

- PTG Registration Form:

- Form has been updated for 2011/12 year and will be sent to families in the teacher assignment letters
- Form will be posted in the Forms section of the website

Meeting adjourned 10:30pm