



St. Michael School PA **Public Meeting Minutes**

March 24, 2026 - 6:00 PM

St. Michael School Gym

- PA Admin/Principal Updates
 - No new updates. There will be a meeting coming up with the PA board and Principal Stevenson to discuss year-end business and plans for next year.
- Treasurer's Report (Ashley)
 - New Auction income has been added to report; approximately \$15,000 raised so far with sponsorship and ticket sales.
 - Friends money is being used; PA will be following up with teachers with balances still to use.
- Room Parent Coordinator Update (Ashley)
 - A suggestion was made that teachers should be notified at the beginning of the year who their room parents are. Ashley will do that now and make a note for the future to be done every fall.
 - Buddy Breakfasts are next week; RSVPs are very strong, especially for Tuesday. We would like to have a few extra volunteers to help with food prep, coffee serving and clean-up.
 - Auction classroom projects are in progress. Will need descriptions and photos for the auction booklet as soon as possible.
 - Room parents should help encourage Auction attendance among their classrooms
 - Use kids to advertise with posters during drop-off/pick-up
 - Would organizing class-based auction tables encourage people to join who may not have a table to sit with? Especially for new families?
 - Discussed challenges of effectively communicating with families. The newsletter is long with a lot of repetitive information week to week; parents are likely to stop engaging with the material. Are there better tools?
 - sending flyers home in folders seems most effective
- Development Coordinator Update (Travis)

- Friends of SMS – still need to encourage the specials to use their funds for the year.
- Auction
 - We will need volunteers for the following duties/time slots:
 - Setup Friday 3-6pm
 - Food prep Saturday
 - Registration/item entry Saturday
 - Check-out Saturday
 - Clean up Saturday
- Upcoming Events
 - Parent Lunch Days during Teacher appreciation week – May 4th-8th ; PA will provide the following for teachers during that week:
 - Duty coverage (morning drop off and lunch)
 - Catered lunch one day
 - Coffee order drop off
 - Other ideas?

PA Events Calendar for 2025-2026 (fundraisers bolded)

- Gparent Bfast Day— 3/30/26-4/1/26
- **Auction** — 4/11/26
- Parent Lunch Days — 5/4/26-5/8/26
- Teacher Appreciation Week— 5/4/26 – 5/8/26
- Year-end/Field Day — 6/5/26