



St. Michael School
Parent Association Public Meeting Minutes
October 22, 2024 - 6:00 PM
St Michael School Gymnasium

- Welcome/Intros
 - Joe Lajoie reviewed the agenda; noted there are no PA administrative updates at this time and encouraged attendees present to bring up new business at the end of the meeting.
- Update of Past/Current of events
 - See Development Coordinator update below.
- PA Admin Update
 - No report.
- Administration Update
 - Principal Stevenson is excited about the work the PA is doing so far, noted the students' overwhelmingly positive energy and acknowledged our excellent staff.
 - JS McCarthy donated furniture for the front office staff.
 - Computer desks are being replaced along with new chairs.
 - Bishop Ruggieri will be coming to school on December 11th; he is visiting each school in the diocese to celebrate Mass; parents are invited to attend.
- Treasurer's Report
 - Ashley Purington reviewed the current budget which was distributed to attendees.
 - We are still looking to collect craft fair revenue/contributions from parents.
 - Some parents noted confusion around the classroom baskets. Jill Haskell clarified that Danielle Pickrell is putting all of them together this year; PA will work with some classes who have already purchased items.
- Room Parent Coordinator Update
 - Ashley noted that we are still working out the kinks with communication and are looking for feedback from parents on how to communicate items better for classroom parents to share.
 - The feedback from parents is that they prefer email for class communication over social media; Ashley encouraged classroom parents to overcommunicate.
 - Classroom parents are asking for parents to opt in for PA communications; PA wants parent emails for a master database now that we don't have access through FACTS.

- It was noted that the Better Unite platform could possibly serve as a database; already has data from past fundraisers.
 - There is a forthcoming PA email account to funnel PA-related communication.
 - The PA area of the website has been updated with current information regarding contacts, minutes, events, etc.
 - The weekly newsletter is also posted to the website.
 - PA meeting minutes will be sent to classroom parents by Friday after each meeting; will also be included in the Sunday newsletter.
- Development Coordinator Update
 - Friends of SMS
 - Travis Wesley reported that the PA presence at the school last Thursday at drop-off and during conferences provided a significant boost to the Friends of SMS campaign; pushing our total raised to nearly \$14,000.
 - Travis announced that Sprague & Curtis has donated a \$5,000 matching gift; will be used to match new gifts to motivate people before the deadline.
 - Trunk or Treat (10/26, 2-4pm)
 - Alicia Gaudet and Devin Dickinson reported that we have about 20 trunks committed for Saturday and noted that there is still room for a few more!
 - New this year is a Best Trunk award that the kids will vote for.
 - Arrival and setup for Trunks is 12pm.
 - Self-run games will also be scattered throughout parking lot.
 - Harvest Dance (10/26, 6-9pm)
 - Alicia and Devin noted that we have a small team sign up to help with setup on Friday afternoon, and encouraged others to join if able. We have access to the gym after 1:45pm.
 - We could also use more parent assistance with games during the event.
 - We are still looking for fall/harvest decorations, which can be returned following the event.
 - We hope that middle school parents will band together to help with breakdown after the dance; a few people will be needed to return items to the garage on Sunday.
 - 8th grade families will be running a food sale as a fundraiser for their 8th grade trip with pizza, chips and drinks.

- Cake Walk will be tweaked a bit to include smaller treat items and not just large cakes; this will allow us to run the game many times and more kids to go home with a treat.
 - DJ Michael Fortin will assist with some of the evening's activities such as limbo, a costume parade and facilitating the choreographed dance that the students will learn on Thursday from Dance Unlimited.
 - There will be no costume contests this year.
- Christmas Fair (11/23)
- Jill Haskell reported on Danielle Pickrell's behalf in her absence.
 - Information will be coming home on November 1st for classroom basket raffles, wreath order forms and the bake sale.
 - Bake sale counts toward volunteer hours.
 - A Facebook event has been created – please help spread the word!
 - We currently have 17 vendors registered; we want 30.
 - We will need Secret Santa donations – these are items that the kids can “shop” for by donation; Shannon Daigle will be spearheading this.
 - Danielle has purchased everything for the classroom raffle baskets this year, and baskets are completed; classroom parents should be collecting contributions from other parents.
 - Danielle will take photos of each basket and post previews.
 - Setup will take place on Friday before (11/22, 9am-6pm); tables are borrowed from St Augustine, we will need 8th graders to help to set them up; still need volunteers for setup on Friday and breakdown on Saturday.
 - Attendees inquired whether there would be a cookie decorating table this year. Danielle to confirm.
- Auction (3/29)
- Jill Haskell reported that the committee has met twice now and will be making some exciting changes for this year's event:
 - No online auction; silent and live auctions will all be on-site.
 - This will require us to have more volunteers for the night-of.
 - We are still planning to offer childcare; need to book Buker in January.
 - We want families to make a bigger push/effort to get experiences donated – think outside the box.
 - The focus will be on a bigger event with entertainment, fewer, better items with a focus on experiences.

- We welcome more volunteers to help with planning and preparations. We will spread the word about the next meeting date.
 - The committee will plan to give more direction for classroom projects this year – parents who are interested in helping should run ideas by committee.
 - Classroom parents could put it out to parents now to see if anyone is interested; we will push this harder in January.
- Other Business/Question & Comments
 - Protecting Gods Children discussion
 - Principal Stevenson reviewed when the training is required/who needs it. Essentially, if you will be working directly with children in any capacity in or outside of school (i.e. classroom projects or field trips), this is a requirement. It is not required for helping set up / take down or while attending a PA organized event or an event that both the student body and parent community are both invited / involved with.
 - She noted that it was unusual that so many parents from SMS need or want this; we are still playing post-Covid catch-up.
 - There are currently no other in-person options being offered at SMS. Online options are upcoming, as are others at different parishes in the diocese.
 - Once the training class is completed, there are ongoing online monthly training modules you must complete.