



NOTRE DAME SCHOOL PARENT TEACHER GUILD

PTG Minutes- Tuesday, November 8th, 2011

Attendees: Mary Ann Feeney, Susan Cernugel, Melanie Domke, Jeanne Kemp, Becky Schmid, Juliann Petersen, and Jennifer Moster.

The meeting was called to order at 6pm.

Board Reports

Principal: Mary Ann Feeney thanked Tara O'Malley and Melanie Domke along with the Book Fair Committee for their hard work. She also thanked the volunteers at the Picture Day Retake for their time.

President: Susan Cernugel thanked the Book Fair Committee for the time and energy they gave at the Book Fair. She also thanked Denise Arenz and Shannon Morel for organizing the Gift Wrap Sale. Thank you to all the families that supported the Book

Fair and Gift Wrap Sale. Finally, Susan expressed her thanks to the McDaniel's and Shannon families for their work on Spirit Wear.

Vice President: Melanie Domke thanked the 3rd grade families and room parents for the November Teacher Luncheon. Kindergarten room parents will organize the next Teacher Luncheon, which will be held on November 21st.

Secretary: Jennifer Moster reported that she sent Mass Cards to Mrs. Orgen, the Powers family, and the Esparza family.

Treasurer: Jeanne Kemp reported the PTG financials.

Teacher Endowment Fund: Susan Cernugel reported on behalf of Mary Kay Doorhy and Jim DuFour that this is the last week to buy the NDLucky3. They are still short of the 500 tickets they hope to sell, so please consider buying a chance to win! The Win It and Spend It flyer will go home next week.

Teacher Representative: Becky Schmid thanked the committee for organizing the Book Fair. She enjoyed looking through the books. She also stated that she likes the Wear Your Pride display. Finally, she

thanked the 3rd grade parents for a wonderful Teacher Luncheon.

Committee Reports

Fashion Show: Juliann Petersen reported the Save the Date flyers will be coming out on Wednesday, November 9th. The committee has many volunteers but still needs people to run the Raffle the night of the fashion show and also the closing of the fashion show. They do not have someone to run procurement yet but Juliann spoke with the PTG about possibly asking the room moms to ask the classroom parents in each grade to procure ten donations per grade, and then report back to Juliann so there are no duplicates. Juliann is going to wait until January before going forth with this idea. The Fashion Show Chairs are going to start the classroom projects now and finish them by Christmas and just have one project per class. They also received permission from Ms. Feeney to hold a drawing contest. The entry fee is \$10 and the winner's artwork will become the invitation for the Fashion Show. Entrants should keep in mind that the theme is Accessories and the judge for the contest will be the art teacher. The contest will be decided on December 15th. Mrs. Schmid said that the teachers will meet with the committee after December to discuss their contributions. Juliann also reported

that Marinela Surek would like the teachers to model and will contact them herself.

Spirit Wear: Susan Cernugel reported on behalf of Elizabeth McDaniels that the display is up and order forms will go out tomorrow. Orders are due November 19th. Spirit Wear make great Christmas gifts, and order early for Catholic Schools Week in January.

Manna: Jeanne Kemp reported that although at \$460, the November order is the lowest so far this school year, it is double what it was last November. Jeanne expressed that she would like to explore automatic debit so that people can place monthly orders. Several people have already expressed their interest in this idea. Jeanne also received permission from Ms. Feeney to send out Manna reminder emails separate from the Wednesday email blast. The next Manna order is due December 2nd.

Market Day: Susan Cernugel reported that the Manna order this month is due November 9th by 11pm online. Last month's order came close to enabling the school to earn a larger profit margin of 15% but it just missed it. The current order's Dessert Bonus Days allows the school to earn 15% on each dessert ordered. The other promotion allows each

buyer to earn a free pack of Chicken Steaks with a \$90 online order. The next Market Day is December 10th.

Gift Wrap: Susan Cernugel reported on behalf of Shannon Morel and Denise Arenz that the catalog sales earned over \$7000, and the school will earn a 50% profit from those sales. There were over \$1000 in online sales, and the school will earn 40% profit from those sales. Online sales may continue through out the end of the school year.

Box Tops: Susan Cernugel reported on behalf of Kathleen Lesauski that the first free dress day is November 9th. Students can earn the free dress with 10 box tops. Stuff the Stocking will run from November 28th-December 13th. The three students who bring in the most box tops during this time will win prizes, which consist of \$40 Daily Scoop Gift certificate, a \$25 iTunes gift card, and either \$15 iTunes or Daily Scoop Gift card. So far \$433 has been raised from Box Tops and the goal is \$1500.

New Business

Copier: Susan Cernugel reported that she spoke with Deacon Herb and copies can now be made on Mondays from 2:15p-3:15p, Tuesdays from 8:30a-9:30a, and all day on Fridays. Please do not make

copies on Thursdays. Please note these hours are different than previous scheduled times.

Christmas Luncheon: Susan Cernugel reported that the luncheon will be held on December 19th. She reported that she invited Father Raj and asked Ms. Feeney to let her know if there is anyone else she should include other than the teachers and staff. Susan is also going to ask Ms. Feeney to check over her coverage list for that day to make sure all areas are covered by volunteers during the luncheon.

Teacher Wish List: Susan Cernugel received permission from Ms. Feeney to send out the Wish List to families to look over.

Alumni Newsletter: Susan Cernugel spoke with Colleen Barrett about a possible Alumni newsletter. Colleen said that the church would send out the newsletter to alumni on behalf of the school, possibly biannually. We would need volunteers to put together the Alumni newsletter.

Shop and Share: Melanie Domke reported on behalf of Tiffany Ray that Alixandra Blue in Hinsdale will hold a Shop and Share day on Thursday, December 8, 2011. Alixandra Blue will contribute 15% back from profits that day. People will also have exclusive

shopping hours from 8:30-10:30a on that day. Shoppers should mention that they are participating in the ND Shop and Share when they are shopping on that day. An email blast and flyer will go home next week.

Father Venard's Birthday: Susan Cernugel reported that the school will celebrate Father Venard's 91st birthday by passing out cookies at the end of the day on November 17th. Susan received permission from Ms. Stuart to do this. Ms. Feeney reminded the PTG that Father Steven's birthday is December 10th.

Chess Club: Susan and Ms. Feeney reported that Chess Club will begin November 14th on Mondays.

The meeting was adjourned at 6:55pm.

Dates to Remember

Market Day	November 12
Fr. Venard's Birthday	November 17 th
Teacher Luncheon	November 21
November Birthday's Free Dress	November 28
"Christmas Tree" program 10:45a	November 30
Manna Due	December 2nd

The next meeting will be held on Monday, December 5th at 6pm in the school Media Room.

Respectfully submitted by,
Jennifer Moster