

**Saint Ignatius College Prep
Parents' Organization
Minutes of Board Meeting
August 28, 2007**

Meeting Called to Order: by Gini Marziani and Greg Wrobel, Co-Presidents, at 6:10 p.m. Fr. Paulson, school president, gave a warm welcome to all new freshman class reps, returning class reps, and executive board members, wishing us a successful year. He lead the Board in prayer and asked that we remember John Chandler and his family in our prayers, as his 91-year-old mother, Kathryn Chandler, passed away over the weekend.

Officer & Board Member Introductions:

Gini Marziani and Greg Wrobel introduced themselves followed in turn by the executive board and class reps. Gini explained the workings of the Parents' Organization and how it's a great resource for parents with questions or concerns. While membership allows parents the opportunity to be involved in their son's/daughter's high school years, parents also have the chance meet other parents and have a great time doing so.

2007-2008 Events & Board Meetings:

Bookmarks were passed out to all present members as a reminder of the current year's Parents' Organization meetings and events. The bookmarks also are included in the Mini-Class Night mailing to all parents.

Operations Guide:

Hard copies and CD-ROM copies of the Operations Guide were passed out by Greg Wrobel. He suggests the guide be used as a tool for the event chairs and other class reps actively involved in event planning, and recommends that event chairs contact parents who have volunteered for particular events as soon as possible. The guide lists e-mail addresses and other contact information for volunteers. Event reports and other documents about past events are included in the guide for quick reference. Event Chairs are encouraged to submit Event Reports for use by volunteers in planning next year's events.

Recent & Upcoming Events:

There is no report on the **Post-Prom** event, as this event is handled by a broad committee of parents and school staff. The Parents' Organization recruits volunteers to help with Post-Prom through a sign-up sheet at Mini-Class Night and other efforts. The May 2007 Post-Prom event was a resounding success, attended by 85 percent or more of seniors who went to the prom. The Parents' Organization will work with the planning committee to assure that there is continuity among parent leaders who help with the event.

The **Used Book Sale** on August 17 & 20 was successful. Event Chair Annelies Panagoulis reported that the event was a great success and there were no major

problems. The first sale was very busy with a line waiting at 9 a.m. Annelies extended thanks to all parents and students who helped: Kathy & Christina Gussie, Anneliese Voss, Irma & Heidi-Ann Alvarado, Vicky Denenberg, Patricia Miller, Susan Carton, Kathy Eslinger, Ginger Williams, Kim Davis, Beth Herman, and Mimi & Mary Pat Reilly.

Mini-Class Night & New Parent Welcome is planned for September 6, 2007, from 7:00–9:30 p.m. Sophomore Reps are responsible for this event. They and other Board members met before the meeting to stuff envelopes for the school and Parents' Organization announcements for the event. Gini suggests that Freshman Reps pay attention to the Dining Hall to get an idea of how to run the event next year.

Frosh/Soph Mass – November 4, 2007, hosted by the Junior Class Reps.

Board/General Meetings - October 16 (Board/General)
November 13 (Board/General)
December (Board Dinner)
January 15 (Board)
February 12 (Board)
March 11 (Board)
April 8 (Board/General)
-Fr. Paulson and Dr. Karl will present their annual "State of the School" report.
May (Induction Dinner)

Annual Benefit – November 11, 2007, at a performance of "Jersey Boys." A number of parents have volunteered to help with the event, which is largely managed by school staff.

Open House – December 2, 2007, hosted by the Senior Class Reps. This is a major event and many parent volunteers are needed, as over 1,000 families with prospective students attend each year.

Junior Mass – March 2, 2008. This is a wonderful mass to bless the class rings, followed by a reception in the Dining Hall that is hosted by Freshman Class Reps.

Auction – March 8, 2007. Another major event for which many parent volunteers are needed. The Board will discuss volunteer recruiting at a future meeting.

Old Business:

Hospitality Functions – For Board & general meetings, refreshments will be limited to cookies and coffee. The meetings last approximately one hour, and this practice will avoid past experience with leftover perishable food that cannot be used.

Corresponding Functions – Gini explained that the school will use bright-colored post cards as reminder notices for general meetings, in addition to the e-mail notices that were

instituted last year. Carol Zellner will discuss with school staff whether to begin sending daily homeroom announcements to parents via e-mail

Web Site Maintenance – Pictures of Class Reps will be taken at the October 16 meeting. Carol Zellner will post regular reports and photos (with captions) on meetings and events to encourage parents to use the Parents' Organization Web site, and to help put names to faces. Event chairs are encouraged to designate one or more volunteers to take photos and submit them to Carol with caption text identifying parents and others.

Elizabeth Frith will take minutes of general meetings and post same on the Web site so parents who do not attend will receive timely and useful information about developments at school that is presented at the meetings.

A map of school will be given to parents at Mini-Class Night and posted on the Web site.

Service Projects – Traditionally, the Parents' Organization has solicited food donations at meetings and events for donation to the Holy Family Food Pantry, which is adjacent to the school and behind Holy Family Church. Donations must be non-perishable items (ie, canned foods, cereal, peanut butter & jelly, etc.). Monetary donations also are welcome, which the food pantry uses to purchase needed food items that are not received through in-kind donations.

We also solicit gently used coats at Mini-Class Night, for donation to Catholic Charities. The coat drive will continue this year. We donated nearly 200 coats last year just from that one event.

Elizabeth Frith will investigate other service options for the Board and parents, and report at a future meeting. Board members are encouraged to submit suggestions.

New Business:

Jeanne Wall will not work with Parents' Organization this year. The Board expressed its heartfelt gratitude for all of Jeanne's help and support over the years. Board members are encouraged to forward personal notes and e-mail to Jeanne as well.

Dr. Karl is working on topics for the October general meeting, which may focus on student life (social, dress, etc.). Board members should encourage parents to attend, as the meetings are a good forum to ask questions of Dr. Karl and Fr. Paulson on matters of general interest and concern, in addition to the timely presentations and reports that school staff provide as the main meeting topics.

The Women's Council Dinner is set for September 20, 2007. Information is posted on the Web site.

Class Reps will meet after the meeting to work on plans for their respective events.

Meeting adjourned: at 7:10 p.m.

Respectfully submitted,
Elizabeth Frith, Recording Secretary