



PARENTS • TEACHERS • FRIENDS

Serving As a Supportive and Fundraising Body

PTF Meeting Minutes December 9, 2025, at 6:00 p.m.

Attendees: Amber Kleb, Jen Ott, Katie Welsch, Sarah Wiskamp, Brianna Rednour, Kim Wyman, Renee Moeckel, Paige Wriston, Melinda Tarvin, Kendra Nowatzki, Janna Owens, Alisha Daniels, Bridget Smith

1. Opening Prayer
2. PTF Officer Reports
 - a. Secretary's Report (Katie Welsch): The November meeting minutes were posted to the PTF Facebook page and school website, plus emailed out to families.
 - i. Secretary's report approved, with a motion from Kim Wyman, seconded by Jen Ott.
 - b. Treasurer's Report (Sarah Wiskamp)

Starting balance: \$7,911.19

Income

Red Robin Dining Night Out: \$173.27

Spirit Wear: \$1720.00

Bullpen Bake Sale & 50/50: \$396.00

McDonalds Dining Night Out: \$736.99

Bullpen Dining Night Out: \$600.00

Income Total: \$3,626.26

Expenses

Thanksgiving Feast: \$263.53

Lighted Parade: \$55.50

Expenses Total: \$319.03

Ending balance: \$11,218.42

 - i. Treasurer's report approved, with a motion from Kendra Nowatzki, seconded by Janna Owens.
3. Principal's Report (combined with Teacher's Report)
4. Teacher's Report (Bridget Smith): They've been practicing a lot for the Christmas Program, and planning has begun for Catholic Schools Week. Thanks again to the PTF for the Thanksgiving Feast!
5. Standing Committees Reports
 - a. RaiseRight (Katie Welsch/Sarah Wiskamp): If you are ordering physical cards, especially if you have a big order, be sure to turn it in to Sarah by Friday, December 12, to ensure delivery by the holidays. Also, PTF plans to offer the option for families to contribute money toward teacher/staff gifts through RaiseRight. You'll fill out a form noting how much money you are giving to each individual and send the full payment in. PTF will then compile contributions from families and write a card to each teacher/staff (from all families contributing), giving them a voucher to use toward gift cards for their choosing from RaiseRight. We will send out the order form this week.
 - b. Quarterly Teacher Luncheon (John & Kristi Correll): The Signup Genius went out today over email to contribute to the next Teacher Luncheon on Tuesday, December 16. The theme is Merry and Bright Bites.



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- c. Family Dining Nights Out (Paige Wriston/Cheryl Sinn): The next Dine to Donate event is from 11 a.m. to 8 p.m. on Wednesday, December 17, at Reifschneider's.
 - d. Uniform Store (Alisha Daniels/Janna Owens): Things have been fairly quiet of late, but the store is in good order. They've gotten good feedback on the free item voucher!
 - e. Spirit Wear (Renee Moeckel/Paige Wriston): We split profits with St. John's for the orders they made on Jaghawks gear, and their share comes to \$137.25. We will do another Spirit Wear order in the spring, and possibly another Jaghawks order heading into volleyball.
6. Old Business
 - a. Recent events: The Thanksgiving Feast went well, thanks to an awesome group of volunteers who made it all run seamlessly. We have a note to get more rolls next year! Cookie Decorating had a great turnout, thanks to everyone who donated. This event has been a hit, so we'll plan to bring it back next year close to St. Nick's Day. The lighted Christmas Parade went well, despite being a little cold.
 7. New Business/Upcoming Events
 - a. Christmas Program Refreshments (12/11): Clare Schilling and Kendra Nowatzki have it covered!
 - b. Santa's Cottage (12/12): It's this Friday. Items will be delivered Thursday with shopping set up in the former convent space. Information went home to families last Friday. Mrs. Hildebrand has a tentative shopping schedule for classes, and Tribout's will send more lower-priced items plus parent/grandparent-specific items this year. Paige will be around on Thursday before the Christmas Program to start setting items out. If anyone wants to join her to set up, they're welcome to.
 - c. Room Parents/Classroom Christmas Parties (12/18): All parties are starting at 1:30 this year. Room parents should check in with their teachers.
 - d. Spring Activities Signups: The QR code is on the agenda, and there have already been some signups.
 - e. \$250 Tuition Raffle Drawing: Congrats to the Tarvin Family on winning the \$250 Drawing! We'll do another one in May.
 8. Next Meeting: January 13, 2026, at The Bullpen
 9. Closing Prayer
 10. Meeting Adjourned

Check out our current volunteer signups:





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PTF Spring Activities

PTF Committees

Room Parents