

PTO - EXECUTIVE BOARD MEETING



Date: October 1st, 2019

Time: 7:00

Facilitator: Sarah Roccograndi, President

In Attendance

David Conroy – Principal

Voting Members: Sarah Roccograndi - President, Theresa Zahorchack – President Elect,

Charles Kapur – Treasurer Tasha Nelson – Secretary, Samantha Pryor -Faculty Rep.

Stephanie Filippone – Room Liaison Coordinator, Vacant – Ways and Means,

Rachel Weigler – Hospitality, Samantha Steketee – Volunteer Coordinator

Quorum Met Yes No

Other Members in Attendance: Lizette Castro – Penny Bazaar, Molly White – Box Tops, Carol Rice – President Emeritus

Approval of Minutes

Sarah Roccograndi called the meeting to order at 7:00 and led the prayer. September minutes approved.

Principal

- Appreciation to PTO, Helping Hands was very organized and successful. Increased number of volunteers
- VCEA Committee Meeting will no longer be prepared by PTO-Hospitality
- Copy of Social Media Policy sent to volunteers and Due by October 11th, 2019

Faculty Liaison

- Custom Ink Holiday Order: will do Quarter Zip, Water bottle, drawstring bag, and reinstate shirt of the year
- Open October 15th closing early November

President

- Thank you to Theresa for Helping Hands, Marla and Rachel for new parent coffee, Stephanie for the Liaison coordinating

- Participation in Square One art program – tool box to arrive today, pictures of children doing their art for social media posting, send email blast. Timeline: artwork shipped by end of 10/25, orders placed in November to receive back 12/13 Pre-K-6, maybe 7th & 8th
- Evening with St. Nicholas- date does not work for the gentleman who typically does it. He will supply costume 12/05 – 7:00 Charles Nelson will wear the costume and be St. Nicholas.

President Elect

- Operation Helping Hands went well. Consider trying an evening event next year.
- Pilgrimage of Virgin Statue, in process Novena started yesterday and flyer went out
- Coordinate Room Liaisons posting take-home helping hands projects, teacher without Room Liaison could go through Stephanie
- Add an evening helping hands at end of January 2020

Treasurer

- Nothing to report

Hospitality

- Veterans day, items on Help Counter
- Nursery is still needing volunteers for November Open House
- Robotics competition would like help, Hospitality declined due to bandwidth. Coordination will be done by team and parents

Volunteer Committee

- Calendar – Amanda will supply update
- Cafeteria – Carol needs 5 more people, it's going well otherwise. Samantha will get names of some grandmothers and aunts who may be able to assist. Ice cream is more organized. Flow is improved and working well
- DPTO – nothing to report
- Teacher wish list- added to Help Counter
- FaceBook Blast will go out for Jr. Achievement
- Band – No coordinator currently, potentially Kerry Balagtas will do the Yankee Candle Fundraiser, email needs to go out letting the band parents know a parent volunteer is still needed. Mr. Conroy will ask Mr. Ward about his needs regarding a band parent, their role & responsibility.
- Penny Bazaar – Asking for cupcakes through Help Counter, Classrooms provide support for the game and the prizes (nonedible), lemonade and water done by cafeteria – need lemonade powder on Help Counter. Lizette will send a message for Sentinel to Mr. Conroy
- Asked about selling 5K shirts at Penny Bazaar, decided to do a display in the office instead
- Funeral Ministry – nothing to report
- Christmas Parade – Float contest entry form, flyer message created, timeline done. Mr. Conroy will review and get back to Stephanie
- Parish Cake Walk – nothing to report
- Book Fair/Library – nothing to report
- Nominations – nothing to report
- Help Counter User uploads completed with new Room Liaisons

Room Liaison Coordinator

- Nothing to report

Ways & Means

- Uniform Closet \$1562.10
- Harris teeter \$105.02
- Shoparoo \$21.78
- Box Tops – Molly will watch the sales/promotions for incentivizing use
- Incentivize students with participation prizes, put a notice in Parish Bulletin with how to support Shoparoo and Box Tops, regular box tops that still exist can be double credited. Enclose information in race for education mailers, Facebook posts, emails
- Amazon Smile – goes to the school
- Send an email out to recruit a committee for passive fundraising
- Trivia Night – draft went to Janis for sign-up. Saturday October 19th, 6:00pm Food Service 6:15 Admission will be \$8/head capped at \$40/family -\$10 at the door. Team of up to 10 people. Questions age 4 – 104, visual and audio questions. All Saints teacher questions. Will ask for donations of napkins, plates, cookies, and chips. Carol will look for prizes to be donated from local vendors. Door prize drawings and end of night drawings. Announcements trivia question to get a buzz going week of. Special email blast to go out Friday, Flyers on doors and sandwich boards, prize at end of each round.

Old Business

- Shares committee – push to next meeting

New Business

- Move Old Business and New Business to the Beginning of the Coordinator Reports on Agendas going forward

Meeting Adjourned after Closing Prayer at 9:05pm

Next Meeting

November 5th, 2019, All Saints Catholic School PLC