

PTO - EXECUTIVE BOARD MEETING



Date: December 10th, 2019

Time: 7:00

Facilitator: Sarah Roccograndi, President

In Attendance

David Conroy – Principal

Voting Members: Sarah Roccograndi - President, Theresa Zahorchak – 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: Molly White (Box tops)

Approval of Minutes

Sarah called the meeting to order at 7:05 and led the prayer. November minutes approved.

Principal

- 12 new Active Boards installed, excitement
- Annual Fund email went out, more information to follow
- Veterans Day beautiful done by Coles Family
- Conference Luncheon was wonderful and much appreciated
- Snack Cart: Sarah and Stephanie
- St. Nicholas maybe a little more attendance than last year. Some new families and a lot of families who have made it a family tradition
- Parade marvelous event, students had a great time thanks to Stephanie and family

Faculty Liaison

- Custom Ink order placed working on creating a school store
- Fundraising set out calendar so we can pre-set fundraiser events so we aren't bombarded all at once.

President

- Thanks to Cole family for the Veteran's Day luncheon
- Thanks to Kate Cooney with work on book fair
- Thanks to Carol Rice for all of the efforts to coordinate the Thanksgiving Luncheon. Name tags were helpful
- Thanks to Stephanie for promoting, construction and participation
- Need Nursery and Ways & Means Coordinator
- Square one delivered this week, Kerry Balagtas has offered to coordinate next year
- Ornament this Friday, 21 families confirmed
- Chipotle missed the minimum, so no money raised

President Elect

- Operation Helping Hands 1.16 shifts 5-6:30; 6:30-8:00 in the gym
- Help Counter has 5 committed for each shift (20 openings); food and paper items are filled
- Will request work from the teachers January 6th
- Is the Keurig needed for helping hands event in January. Evening event how many coffee drinkers?

Treasurer

- Received Shoparoo check, small commission
- Custom Ink Check should be received this month
- Uniform Closet deposits
- Sam to send Charles PO Box for Parade reimbursement
- \$734 Chuck-E-Cheese Spirit Event

Hospitality

- Thank you to the Cole family for Veteran's Day luncheon
- To account for no shows, start asking for slightly more than actually need
- Science fair is on track, need for judges

Volunteer Committee

- Thanks Stephanie for efforts on parade.
- Thank you Kate for book fair

- Will send Katherine volunteers who indicated science fair interest
- Parade reimbursement underway
- Cafeteria still need volunteers on an ongoing basis
- Jr. Achievement ahead of scheduled looking to start in January.

Room Liaison Coordinator

- Reminder, BCC when sending emails
- Look at info coming from one source, difficult to push information through the room liaisons to classrooms without lead-time.
- Look to streamline communication to alleviate multiple emails with same information. Mr. Conroy will work on developing a process.
- Do we want to continue to do Christmas Parade?
- Create sub-committee to determine level of interest.
- Room Liasons, too many hands involved slowing down information getting out. Can blasts be sent to Mr. Conroy and Mrs. Devore to send out? Yes, moving forward
- Room Liasons should be ccing Stephanie on all communications to teachers
- Mid-year review in January to go out with reminders

Ways & Means

- Harris Teeter 57 registered earned \$288.77 YTD
- Shoparro 25 active, 83 registered \$80.91 YTD
- Uniform Closet \$1916.10 YTD
- Chipotle no money raised did not hit the minimum for sales, look at using different location
- Looking to finalize details for parent night (AR workshop)
- Square One, 89 participants \$550 thus far in orders.
- Bingo scheduled for 2.22 6pm-8pm
- Box Tops \$440
- Stephanie provided info to Sarah on Dominoes, Whole Foods, Forget ME Not, E Scrip Programs.

Next Meeting

January 7th, 2020 All Saints Catholic School PLC

Meeting Adjourned after Closing Prayer at 8:45