

PTO Meeting

Attendance: Mrs. Brown, Mrs. Ritz, Tammy Wheeler, Cody Schoen, Francesca Jewell, Jennifer Barroso

Committee Chairs: Wendy Mancino, Johanna O'Donnell, Karen Gerber, Kerry Jenkins

Fundraising

- need total from Brynn's recent spirit day
- Spirit Nights (?Chick Fil A, CiCis, and Tijuana Flats)
- Innisbrook (due 9/20)
 - send e-mail to Melissa Kinsley to send out reminder of 9/20 due date and teachers get 50% off
 - prizes for early orders to be put in teacher's mailboxes

Fall Festival

- October 6, 5-8 PM
- set up ?4-5 PM but map/schedule to be determined by Mrs. Brown including bathroom facilities
- Book Fair delivery prior to fall festival
 - request 6-8 volunteers to help with book fair and direct school traffic from 5-6 PM
- DJ (Bridget Stewart or she may have another name)
- Classroom Booths (K-Prize Wheel, 1st-?, 2nd-Plinko, 3rd-Cake Walk, 4th-Penny Toss, 5th-Ball Toss, 6th-Chuck a Luck, 7th-Craft Station, 8th?)
- Food Trucks (HomeSlice Pizza); will contact others as Porterhouse recently pulled out (Food Freaks, GoodTime BBQ, Taqueria Luciano, Spice Delight)

Auction

- Donation request letter (3 areas: tuition assistance (\$15,000), Book room (\$10,000) which would provide leveled readers and instructional options during reading time, Enhanced Technology (\$10,000)); Tammy and Mrs. Brown to write letter next week
- Silent Auction Items

Thursday, September 7, 2017

- PTO paid \$550 for pottery in the past
- Rooms can use what we have (will get list from Francesca) or \$50 reimbursement
- Jennifer to speak with Mrs. Wooten about help with pottery

Christmas Coffee

- ?December 19; 8:30-9:30 AM
- will need classroom coverage
- Will need to meet with Staff Hospitality Committee
- Teachers to do White Elephant Gift Exchange
- PTO to discuss teacher gifts

Standing Committees-Introductions/Review/Questions

- Francesca Jewell (Fundraiser)
- Johanna O'Donnell (Community)
- Jennifer Barroso (Grade Parent)
- Kerry Jenkins (Volunteer)
- Jac Pesavento (Hospitality)
- Wendy Mancino (Marketing)
- Karen Gerber (Run Leo)
- Tammy Wheeler (Auction)

Community Committee

- Catholic Schools Week planning to start early; marketing; draw focus to school; will work with marketing/community/hospitality committees including Michelle Cowart. Need to send broadcast e-mail.

Liturgical

- planning something for the hurricane victims
- some funds to update religious art as items faded; recently purchased new banner
- committee to look at building and request donations/installation (?St Theresa Guild; Knights of Columbus)

Thursday, September 7, 2017

- need to make the hallways meaningful, artistic and memorable to the students
- Johanna's mother owns a graphic printing company and will be happy to donate items

Marketing

- Goals (Mrs. Brown and Wendy to look at it and formulate goals; marketing PTO events, working with Mrs. Kinsley to avoid duplication; work with Run Leo

Run Leo

- Need collaborative workspace; ?Drop Box for each committee; no access to SharePoint
- goal is to have common view and record keeping to be seen by PTO and Committee Chairs (Jennifer to look into options)
- Run Leo currently has a Drop Box account
- Need a RunLeo@stleo e-mail address (will d/w Mrs. Hackl); discussed separate PTOcommittee@stleo e-mail addresses for each committee.

Volunteer

- Goal volunteers for lunch/recess are 2/3, minimum 1/2 respectively
- Lunch volunteers need to engage with kids; active participant; help with behavior; Mrs. Cash will primarily do the food prep
- Mrs. Brown will write up procedure/guideline for lunch and recess duty so Kerry can have communication go out in a procedural way

PTO General Meetings

- Mrs. Brown to meet with Tammy next week

Upcoming Meetings: 10/5; 11/2; 12/7