

PTO Meeting Minutes

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

- PTO Monthly Meetings Schedule for 2017-2018
 - School library at 7:30 AM
 - 9/7, 10/5, 11/2, 12/7, 1/4, 2/1, 3/1, 4/12, 5/3
- Important PTO Dates
 - 8/12 Mulch Day (7:30-9)
 - 8/17 Used Uniform Sale (9-12), New Family Orientation
 - 8/18 Teacher Luncheon (12:30)
 - 8/21-8/22 Meet the Teacher Nights; Used Uniform Sale
 - 9/1 Back to School Picnic (11:15-12)
 - 10/6 Fall Festival (5-8 PM)
 - 1/27 Auction at Grayly (6-10 PM)
 - 1/28-Catholic Schools Week begins
 - 3/17 Run Leo
 - 5/9 Tentative Last General Meeting
- Mulch Day
 - 15 people volunteered
 - Need case of water
 - replant 2 planters front of building (Cody Schoen volunteered)
- Teacher Luncheon
 - receive check for classroom start up money; \$1600 and teachers to submit receipts
 - small gift (ideas include custom print USB drive, ID badge lanyard, large group gift, will further inquire)

Friday, August 11, 2017

- Meet the Teachers
 - PTO table set up for parent information
 - Committee Sheet sign ups
- Innisbrook Fundraiser
 - Kickoff assembly 10:45 on 9/1
 - Orders turned in by Sept 20
 - Anticipated Delivery is the third week in October (at latest)
- Back to school Picnic
 - WhichWich this time; alternate between WW and JJ
- Fall Festival
 - Food trucks confirmed (HomeSlice Pizza, Porterhouse Burger needs estimate, Possible Food Freaks)
 - contract for Food Trucks regarding percentage given back to school
 - waiting to hear back from DJ
- Auction
 - set date for initial meeting (possibly first week of school)
 - list of Corporate/National Vendors being comprised
 - once donation request letter is completed, they will be sent
 - half of auction money raised will be for scholarship funds this year
- Run Leo
 - Karen Gerber will be race director again
- Spirit Nights
 - perhaps after school Brynn's on Sept 28 (Francesca will call)
- Other Fundraiser Ideas
 - possible holiday shop < \$5 items
 - possible to use Annex

Friday, August 11, 2017

- General Meetings
 - Marketing/Featured Speakers
 - Three Meetings
 - one will be election in Spring
 - one end of September
 - reach out to Mike Allen (Tammy volunteered)
 - presentations on internet safety/cyberbullying/parent liability/psychology of success
 - since K/6th grade benchmark tests by mid Sept, may be possible source of recruitment of new families
- Teacher Favorite Things Survey
 - handout given to all faculty/staff
 - returned to Misty to envelope in office
 - Binder to hold responses kept in office and scanned (by Jennifer) to room parents
- PTO Standing Committees
 - Fundraising (Chairperson-Francesca Jewell)
 - Subcommittee
 - SCRIP (volunteers running it)
 - Spirit Nights (Tijuana Flats, Cicis, Chipotle, Brynn's, Whichwich)
 - Community Rewards (Innisbrook, Box Tops, Grocery Rewards Program, Community Coffee Cash, etc)
 - Kids Creations (organized by teachers)
 - Book Fair
 - teacher run in past
 - volunteers needed to meet truck this year
 - Community (Chairperson-Johanna O'Donnell)
 - Subcommittees

Friday, August 11, 2017

- Adult social/biannual or family oriented
- New Family Social (parent coffee, ice cream social, etc)
- Liturgical Committee (living stations, planning masses)
- Outreach (Jan Wilson/Sister Loretta volunteered; food; writing to Caring Friends; Catholic School teaching)
- Grade Parent (Chairperson-Jennifer Barroso)
 - organize group e-mails
- Volunteer Coordinator (Chairperson-?)
 - Subcommittees
 - Used Uniform Sale
 - Playground/Equipment
 - Lunch Room Help
- Hospitality Committee (Chairperson-?Jac Pesavento)
 - Catholic Schools Week
 - Teachers' Luncheons
- Run Leo (Chairperson/Race Director-Karen Gerber)
 - Subcommittees
 - Pasta Dinner
 - Race Course/Canvassing
 - Registration
 - Hospitality (Cody)
 - Marketing
 - Donations (Cody)
 - Volunteer
 - Photography
 - Finance

Friday, August 11, 2017

- Appreciation
- Set Up/Clean Up
- Auction (Chairperson-Tammy Wheeler)
 - Subcommittees
 - Donations/Auction Items
 - Student Projects
 - Programs and Marketing
 - Decorations
 - Event Registration and Bid Check Out
 - Auction Raffle (Silent and Live)
 - Photography
 - Set Up/Clean Up
 - Finance
 - Appreciation
- Marketing (Chairperson-?)
 - Signs on yards (proud parent of new student)/welcome new families
 - St. Leo station at Run Leo
 - Community Events

Meeting adjourned at 12:40 PM