



*St. Al's PTO Meeting Minutes
Wednesday, August 11, 2021*

Attendees

Leah Slicer -President
Caitlin Wright -Vice President
Heidi Burdsall -Treasurer
Mary Stas - Recording Secretary
Amanda Couch – Hospitality & Spiritwear
Autumn Koch– Ways & Means
Nicole Gulley – Ways & Means
Melissa Tenhundfeld - Asst Media Relations
Hayley Dolan - Parent
Amanda Miller-Rice
Jacquelyn Welch

Board Members not in Attendance:

Jeni Prosser - Assistant Recording Secretary

Agenda

1. Prayer and welcome

2. President's Report

We are off to a great start! I am so very thankful for each and every one of you for your time and commitment to our student's school experience.

- a. Several positions have changed since our last meeting and require a vote from the board to elect new members into those positions
 - i. Social Media: Caitlin Wright and Melissa Tunhenfeld
 - ii. School Liason: Amanda Rice
 - iii. After School Coordinator: Melissa Tunhenfeld, I would also like to make this position an official position on the board with voting rights.
3. If you have not contacted Elizabeth Ehrman for email and google drive access, please do so ASAP. Email her your name and PTO position. ehrman_e@saintals.org
4. **Trying to keep meetings to one hour. Made it to**

3. Welcome Back and Open House (Sunday Aug 15th noon-2)

- a. 11:30 setup

- b. School is supplying snow cones for all families.
- c. Does PTO want to hire a balloon artist? \$300, 12-2pm. **YES!**
- d. Need a volunteer for the Gator, possibly a student?
- e. ~~Do we want to do a new banner for the faculty lounge? "Welcome back to our wonderful teachers and staff?" Have kids decorate at the Open House~~
- f. Spiritwear Table showing available merchandise, Amanda - demonstrate how to order spiritwear. Have several bags of donated uniforms and spirit wear at the school in the copy room
- g. PTO Table
 - i. Sign up sheets for major events (Caitlin is creating)
 - ii. Help families sign up for Kroger rewards - free decal for signing up. Really push having them sign up for Kroger. We made \$2,700 last year!
 - iii. Tattoos also available - Mary can you bring along with bowl of water/towel to apply? **YES!**
 - iv. Leah ordered table cloth through Writely Sew
- h. Volunteers needed:
 - i. First shift 11:30-1pm (set up) **Heidi, Jacquelyn, Amanda, Melissa**
 - ii. Second shift 1:00-2:30pm (tear down) **Caitlin, Mary**
 - iii. Leah will have name tags available for everyone to wear

4. Back to School in August

- a. Ideas for welcoming new families for the 2021-2022 school year
 - i. Kindergator and New Student Signs - **Leah passed out zipcode lists made by Jenny. People grabbed assigned amount of signs to distribute.**
 - 1. Need to be delivered prior to the Open House.
 - 2. Lists are available, some houses require both signs
 - ii. Welcome Packet Papers
 - 1. PTO Welcome letter, Board Member page, T-shirt Dues have been printed and Jenny will put them in the welcome packet
 - iii. Personal Communication - Have PTO Board members call new families to welcome them and check in on them throughout the year.
 - 1. Jenny has provided a list of new families
 - a. Need volunteers to reach out and welcome them to the school next week. **All families have been distributed to people to call.**

5. Treasure Report

- a. Review of 2021-2022 budget
- b. All receipts to Heidi Burdsall
- c. **Made \$40 from Santorini in July, \$300 from Zorbas in June**

7. Diversity and Inclusion

- a. Currently being led by Mary Stas
- b. There is an used bulletin board at the bottom of the steps in the basement right before the cafeteria. Jenny stated this could be used for whatever we want. Leah will confirm with Mark that we can use it for Diversity and Inclusion if we want to use it. **Confirmed and decorated**
- c. Update on Spring Book Drive
 - i. All books have been sorted and delivered to teachers!
- d. Upcoming Events

- i. Positive Thinking Day 9/13
 1. Affirmations for staff and students with a little piece of candy
 2. Encourage teachers to have students write encouraging words to their church buddies. *All of these Materials are prepared. They just need to be printed and copied onto cardstock.*
- ii. Native American Day 9/25
 1. Write up a couple brief bios on Native people who have influenced culture/society in some way.
 2. Share bios with faculty (to share with students if they'd like) and in Gazette.
 3. Bulletin board in the main hallway?

8. After School Programs

- a. Update: Melissa. *Would charge approximately \$40 for the Lego after school program for supplies. Will ask for donations on PTO page. Approximate timing would be 3:30-4:30 for clubs.*
- b. Ideas include - Lego Club, Karate/MMA, Drama, Skateboard, Cooking, Science Club, STEM/STEAM Club - *Other Suggestions - Girls on the Run, Culture Kids Club (Spanish, French, Chinese would be a semester long), Coding Club or Code Ninja Club, Pottery - look into Art on Fire*

9. Ways and Means

- a. 2nd Tuesday of the Month Dine to Donate Restaurant Fundraisers Lead: Autumn Koch
 - i. Dine to Donate:
 1. August: Deweys
 2. September: *FN Goode Chicken*
 3. October: Ron's Roost *October 12th 11am-close need flyer*
 4. Nov-February -
 5. *November Code Ninjas - programming 45-55 minutes long. Code a video game and robots to make them move. Cost \$15 per kid and school gets \$10 per kid back. Located on Harrison by Meijer.*
 6. *December 17th Scallywag Tag - sent old flyer to Mary's email.*
 7. *January - Penn Station on Harrison 1/11 we get 15% back, need to make flyer 10:30am-9pm*
 8. *February - Bob Evans*
 9. *March: Nation (whoop whoop!) - Bit Burger. All month long anyone who orders the Bit Burger at any of their locations we get a percentage back to go towards after school programs.*
 10. *April - Jett's Pizza*
 11. *May-July*
- b. Fall Fundraiser - Little Caesars for Halloween weekend.
 - i. Update, When will it begin? *Orders start on 9/20 and go for 2 weeks. Will deliver on Friday Oct 29th. Autumn will create a sign up genius to ask for volunteers.*
- c. Box Tops, Coke and Kroger
 - i. Update one pager on how to sign up to send home with kids

d. Fundraiser Ideas

- i. Tie Dye - springtime outdoor event. Preorder and do in parking lot as a funds/community raiser
- ii. Schools Out Summer Bash
 1. Food and Drinks (food trucks or catered - Melissa T.)
 2. Band(s)
 3. Wristbands to denote payment/over 21
 4. Family Event - balloon animals, face paint, ?
- iii. Top Golf
 1. Autumn- Update **sunday 12-3, minimum of 25 people prepay for all on one check, All American Buffet, Alcohol not included. \$546 for golf \$960 for food. \$1506 total upfront. Charge \$40-50. Most appreciated the effort, but overall consensus was its a bit expensive and we don't want to take away from the Gala.**
- iv. Trunk or Treat - 10/22
 1. Add movie and hot cocoa/popcorn option for pay in gym during trunk or treat.
 2. Update - Amanda and Haley - **will be in preschool lot. Limited car spots available 20 max. Trick or treating from 6:15-7:00pm then people can choose to go in gym and pay for snacks at the tbd movie. Possibly one of the Hotel Transylvania movies.**
 3. **Leah will ask Ken about money for this event.**

10. Hospitality Update

- a. Amanda Couch to fill role
- b. Sign up created and posted to school PTO page. Asked parents/guardians to bring to Open House
- c. Is there a date to clean/freshen up the faculty lounge? Help needed? **Amanda asked on Facebook for help.**

11. School Liaison - Amanda Rice

- a. Room Parent Volunteer Form
 - i. How do we want to distribute this? Have a sign up at the school/preschool? Send in the welcome packet? First week of school?

12. Gator Gear

- a. Ryan met with Jerry and Spencer went over new spirit wear on August 9th.
- b. Work with Jerry to add new items **(especially the coveted sweatshirt that was lost at sea)** and provide sample sizes for Back to School Meet and Greet.

13. Media

- a. Facebook
 - i. St. Aloysius Gonzaga PTO Private Facebook Page
 1. All posts on page are done by Caitlin and Melissa. To request a post, send an

email to ptomedia@saintals.org and CC Caitlin and Melissa
caitlinmarianna89@gmail.com and melten642@gmail.com

2. Reminder of upcoming events posted monthly to PTO Page
3. Advertise to parents and teachers to send pictures to pictures@saintals.org
Pictures to be used on school facebook pages and website, etc.
4. Elizabeth Ehrman, Leah Slicer, and Tom Ramstetter own the updates to the FB page.
5. **Social Media schedule was handed out by Melissa and Caitlin.**

14. Upcoming Dates

1. 8/15/21: Back to School Meet and Greet
2. Little Ceasars
3. 9/10/21: Preschool Grandparents/Special Person Day - PTO provides coffee, juice, donuts
4. 10/22/21: Trunk or Treat
5. 10/29/21: Classroom Halloween Parties (Room Parents)
6. 11/11/21: Veterans Day Program
 - Mr. Shea plans, PTO provides donuts and coffee
7. 12/9/21 – 12/11/21: Wiseman Gift Shop
8. 12/11/21: Winter Wonderland/Breakfast with Santa
9. 12/17/21: Classroom Christmas Parties (Room Parents)

15. PTO Meeting Dates 2nd Wednesday of every month at 6:30pm

- a. Next Meeting: General Assembly 7/1/2021 at 6:30pm,
School Cafeteria

Open Floor discussion -

Fundraiser Idea - all occasion card boxes. Melissa to get info to Autumn.