



## *St. Al's October PTO Meeting Minutes Wednesday, November 11, 2020*

### ***Attendees:***

Heidi Burdsall -President  
Beth Bradshaw-Treasurer  
Autumn Koch - Assistant Treasurer & School Liaison  
Cristy Tiu - Recording Secretary  
Leah Slicer – Media and Ways & Means (Via Zoom)  
Lauren Coleman - Assistant Recording Secretary  
Amanda Couch – Hospitality & Spiritwear  
Amy Steimle - Hospitality & Spiritwear  
Nicole Gulley - Ways & Means  
Caitlin Wright – Ways & Means

### ***Board Members not in Attendance:***

Colissa Brogden -Vice President & Media  
Ryan Slicer - Media  
Anita Hammann - Ways & Means  
Katie Fischer – PTO Mentor  
Sandi Staud – Principal  
Nicole Turner – Hospitality

### ***Meeting was opened with Prayer and introductions***

#### ***1. President's Report***

- Voted at October meeting to introduce a Treat Cart as something fun for the kids (November, January, March, May). We did our first treat cart on Thursday, November 12<sup>th</sup> and it was a big success! The kids and teachers loved it.
  - K-8: Selection Chips and a fruit snack or fruit rollup
  - Preschool: Popsicles
- Little Caesars Fundraiser was extremely successful. We sold 681 Pizza Kits and raised \$4332.00 for the St. Al's PTO! A big thank you to Lauren for leading this fundraiser!
  - Prize for Top Selling Classroom
    - Since the size of classroom differ, we calculated the top selling classroom by average (# of kits sold in classroom/# of kids in classroom)
    - Our top selling student was Ellie Banaszynski in Mrs. Thatcher's Preschool Class. Ellie sold 40 kits. Congrats Ellie and enjoy your \$25 Target Gift Card.
    - Our top selling classroom was Mrs. Thatcher's Class with an average of 7.05 kits sold per student. They received an ice cream treat.
    - Our second top selling classroom was Ms. Biehl's 1st Grade Class with an average of 5.07 kits sold per student. They received an out of uniform day.

- Trunk or Treat was successful with approximately 23 cars. Next year, maybe we should make the time only 1/2 hour as people quickly ran out of candy. A big thank you to Amanda for organizing Trunk or Treat.
- Veterans Day Event was today. Thank you to Leah for organizing this event.
  - PTO bought 150 4x6 flags (10 for each class) for the classes to put in the cemetery
  - Requested pictures of military family members and hang 8x10 pictures throughout the hallways.
  - Classes Walked over to the cemetery and put the flags down at the grave and said a prayer that was provided by PTO with the bag of flags.
- Asked every PTO Event Lead to take detailed notes of each event (including timeline) as it will serve as our guide for future events.
- We need to take pictures of each event or ask the teachers to take pictures and send them to pictures@saintals.org.

## 2. *Treasure Report*

- Reviewed of 2020 – 2021 PTO Budget/Actuals

## 3. *Upcoming Events*

- Wiseman Gift Shop (Dates are TBD) – Lead: Caitlin Wright Budget: Would like a profit of \$100 - \$200.
  - Due to the raise in Covid cases, we will need to decide if we will do Wiseman Gift Shop. We will assess the Covid situation when we return from Thanksgiving Break on November 30<sup>th</sup> to determine if we should do it.
  - Each class would visit Wiseman Gift Shop individually to allow for social distancing. There would be tables set up in the Preschool Building as the Preschoolers are not coming to the Main Building this year.
  - We will continue to do the “donate a gift to the tree”. This year, we will have students who want to donate a gift put a paper “certificate” in a box. We will then use the money given for the Gift Tree to order items off the Amazon Wishlist to send to Children’s Hospital.
  - Will sell every item for \$2.
  - If we decided to go ahead with Wiseman Gift Shop, we will divide the gift buying between PTO Board Members.
  - **Next Steps:**
    - Beth to ask Sandi if Santa go around and pass candy canes before Christmas Break.
    - Will need the Tax Exempt ID form for all Wiseman Gift purchased
    - PTO is going to look into the option of buy each students and staff a small Christmas gift.
- Winter Wonderland (December 5th) – Lead: Cristy Tiu
  - Due to the rising COVID cases, we have decided to Cancel Winter Wonderland.
- Open House (January 24<sup>th</sup>)
  - Would like all PTO Board Members to volunteer to work Open House.
  - We would like to have a table to sell spiritwear.

- Catholic School Week (January 24<sup>th</sup> – January 29<sup>th</sup>)
  - During the November PTO Meeting, we must confirm the activities planned for Catholic Schools Week.
    - Prepackaged Donuts for Preschool on PJ Day (Beth Wolfzorn is aligned with this idea)
    - Raptors for K-3rd grade
    - MMA for 4th-8th grade
    - Next Steps:
      - Amanda to contact Raptors and MMA for the cost and if they will do Catholic Schools Week.

#### 4. *Ways & Means Update*

- 2<sup>nd</sup> Tuesday of the Month will be the Monthly Dine to Donate Restaurant Fundraisers. Lead: Amy Steimle
  - Promoting Monthly Dine to Donate Dinners by: Put in weekly church bulletin, Gator Gazettes, St. Al's PTO Facebook Page, Flyer sent home with every student, Preschool Facebook Page (2 days before the event), MSP to all families the day of the event.
    - ✓ October 13<sup>th</sup> 11am-9pm: F&N Goode (20%) – **Made: \$160.79**
    - ✓ November 10<sup>th</sup> 4pm -8pm: Jetts Pizza Dent Location (20%) **Made: \$650**
    - December 8<sup>th</sup> from 4pm -9pm: Bob Evans (15%)
    - January: Chipotle (33%)
    - February: Penn Station
    - March: Panda Express (20%)
    - April: Raising Canes (15%)
    - May: TBD but likely will be Jet's Pizza (20%)
  - Box Tops, Coke Rewards, Kroger Rewards Lead: Caitlin Wright
    - **Next Steps:**
      - Caitlin to register a coordinator (for box tops).
      - Caitlin to provide Media Committee with details regarding Box Tops, Coke Rewards, Kroger Rewards to post on our PTO Facebook page. Media Committee will post monthly reminders on PTO page.
      - Need to add Step by Step Instructions about Rewards on the PTO section of the Website

#### 5. *School Liaison*

- Confirm Room Parents assigned for all classrooms
- **Next Steps:**
  - Autumn to follow up with Beth Wolfzorn to understand which Preschool Parties the Room Parents should plan for the rest of 2020-2021 school year.
  - Autumn to make sure the K-8<sup>th</sup> Room Parents are aware of what can/can not be done for Christmas Parties for the classrooms. Follow up with Jenny for K-8<sup>th</sup> questions.

#### 6. *Gator Gear (Spiritwear) Update*

- We are excited to announce that a new St. Al's Gator Gear (spiritwear) website launched on November 16<sup>th</sup>.
- Once the new Gator Gear website launches, all spiritwear orders will be done via the website. Amanda will own working with Writely Sew to reconcile orders/payments and deliver them to the students during the 2020-2021 school year.

- PTO has purchased 1 of many of the items in the new catalog so people can see the items in person and we can put them on display. Total Cost of these items is \$200.
- There are 3 items that have a minimum order amount that PTO is purchasing in hopes we can sell them all.
  1. Face Masks - 25 Youth Masks and 25 Adult Masks (\$316 upfront cost paid by PTO).
  2. 6" Allie Gator with Navy St. Al's Shirt – 50 of them (\$543.5 upfront cost paid by PTO)
  3. Ornaments (School Logo, Spread Joy, Church Logo) – 10 of each of them (\$128 upfront cost paid by PTO)
- **Friday, December 3<sup>rd</sup> End of Day** will be the deadline for Gator Gear orders in order to be guaranteed that they will be ready for the last day of school on December 18<sup>th</sup>. That will give us approximately 3 weeks for families to buy the new spiritwear online.
- Ways we are publicizing the new spiritwear and website:
  1. Posts St. Al's PTO Facebook Page
  2. MPS email to all families on the day the website launches and November 30<sup>th</sup> week
  3. Posts on School Facebook Page
  4. Church Bulletin starting November 15<sup>th</sup>
  5. Weekly Gator Gazettes
  6. We can not sell at the back of the church because of COVID
- **Next Steps:**
  1. Amanda to look into the status of current Car Window Stickers. If we do not have any left, she will work on who to order them from.
  2. Need Ryan to confirm the final design of the Window Stickers.

## *2. Diversity and Inclusion*

- The week of September 28<sup>th</sup>, the Diversity and Inclusion Committee had their first meeting. There are currently 5 members of the Committee but they would love others to join.
- The Diversity and Inclusion Committee would like to do two events this year:
  1. World Kindness Day
  2. Book Drive
    - The first event the committee would like to kick off is a book drive for the classrooms. Below are the details:
    - **When:** Moved to late February/March, 2021
    - **What:** Books for preschool-8th grade. Books that support a wide range of diversity and inclusion with characters and themes.
    - **How:** Create an Amazon wish list with books that the diversity and inclusion committee have identified as appropriate books that cover the span of grades/gender/age groups. Post Amazon wish list link on social media and send a flyer home the week before promoting the book drive.
    - We are also reaching out to Kim at the Cheviot Library to provide insight on recommendations she may have.
    - "Birthday Book" – a kid celebrating his/her birthday will donate a book he/she picks.

## *3. Hospitality Update*

- Hospitality Committee will not be doing anything for fall Teacher Conferences as they will be done via Zoom.
- Amanda created a Sign Up Genius for parents to sign up to bring goodies for future months. Link to Sign Up Genius was included in 11/6 Gator Gazette. Asked for all items to be sent to

school by Thursday, November 19<sup>th</sup>. Amanda will then sort and organize all the donations and stock the main building and preschool building teacher lounges as needed.

#### 4. Media Update

- Facebook
  1. St. Aloysius Gonzaga PTO Private Facebook Group.
    - Process to submit posts on PTO Page. All post are done by Leah or Colissa.
    - Reminder of upcoming events posted monthly on the PTO Page
  2. Individual Class Pages (St. Al Class of 2029 thru 2021).
    - Autumn and Leah are working to confirm all K-8<sup>th</sup> classes already have pages created (such as 2032 and 2025). Need to ensure all classes have a page.
  3. St. Aloysius Gonzaga School Facebook Page
    - Elizabeth Ehrman owns the updates on the St. Al's FB page.

#### 7. Open Floor

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

- 12/9, 1/13, 2/10, 3/10, 4/14, 5/12

#### 9. 2020-2021 St. Al's PTO Board

Board Position	Name	Email Address
School Pastor:	Michael Hay	
Principal:	Sandi Staud	staud_s@saintals.org
Business Manager:	Ken Schultz	ken.schultz@stalsbridgetown.org
President:	Heidi Burdsall	ptopresident@saintals.org
Vice President:	Colissa Brogden	ptovptopresident@saintals.org
Treasurer:	Beth Bradshaw	ptotreasurer@saintals.org
Asst Treasurer:	Autumn Koch	ptoasstreasurer@saintals.org
Recording Secretary:	Cristy Tiu	ptorecsecretary@saintals.org
Asst Recording Secretary:	Lauren Coleman	ptoasstrecsecretary@saintals.org
Hospitality:	Amanda Couch, Amy Steimle, Nicole Turner	ptohospitality@saintals.org
Media:	Ryan Slicer, Colissa Brogden, Leah Slicer	ptomedia@saintals.org
Ways and Means:	Caitlin Wright, Leah Slicer, Nicole Gulley, Anita Hammann	ptoways&means@saintals.org
Spiritwear:	Amy Steimle & Amanda Couch	ptospiritwear@saintals.org
School Liaison:	Autumn Koch	ptoschoolliaison@saintals.org
Teacher Representative:	Rotating	