

**HOLY NAME OF JESUS
PTO MEETING
Tuesday, November 1, 2011
7:00 p.m.**

ATTENDANCE: Sister Rita, Principal, Tara Benkovic, PTO President, Katherine Mulligan on behalf of Trac, Co-Vice President, Susan Mulá, Co-Vice President, Venus Grella, Treasurer, Melissa Zeplin, Secretary, Christine Zeglen, Teacher Sponsor, Paula Shermeyer, Teacher Sponsor, Molly Starsinic, Jen Sgagias, Franka Maerz, Claire Yantis, Gina Recce

OPENING PRAYER: Sister Rita

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I. Welcome/Introductions

Introductions were made by everyone in attendance to meet new members.

II. Fall Festival Recap

Everyone thought the Fall Festival went extremely well. Sister Rita said well done. Everything was nice and organized and thanks everyone who helped make the Festival run smooth. Lots of food and prizes were donated. The volunteer sign up on the computer was a big hit. There weren't many open spots come Festival time and if there were they were quickly filled in with willing volunteers. The music selection for the children played by Bob Hauer was well within Christian boundaries. Bob will definitely be recruited next year. PTO donated the leftovers to basketball (soda and pretzels), after school program (chips and tortilla chips), to the school (water, juice & ice cream). We made a profit of **\$588.38** with the raffles, food and smart money.

It was mentioned for next year's Fall Festival to not have a popcorn machine, which kept burning up this year. We would like to see more games also. If anyone has a suggestions for games please let PTO know. The game truck was again a huge success. The older children loved it. Sister Rita mentioned that the walkway between the school and the gym was safely traveled by the children and parents. It should be even better next year with more lighting once the church and parking lot is finished.

Christine Zeglen heard one good suggestion for next year—to have a cashier/ticket station at the entrance. You can purchase tickets for games and raffles.

Mention was made to pay for their food ahead of time (like at the home football games—order your food/drink on a slip, pay for it and take it to the person in the kitchen).

III. Kids Stuff Books

Jill is keeping track of getting the orders when they come in from the students. They are still trickling in.

IV. \$mart Money

The poster boards that Tara prepared are a huge hit. Everyone comments that they are very helpful. Since using the boxes to store the gift cards and handing them out, there have been no shortages in the gift cards vs. the money. The Fall Festival sold \$1,500 worth of \$mart money. Jeff said he may have a second card machine to use. There definitely will be a second card machine for use at the gala. Mention was also made to purchase a machine in the hopes of lessening the monthly fees cost. HNJ PTO pays about \$50/month for the use of the machine.

REMEMBER – CASH AND CHECKS HELP PTO MORE THAN USING YOUR CREDIT CARD. IT COSTS PTO MONEY TO USE THE CREDIT CARD MACHINE. HOWEVER, WE WILL NEVER TURN DOWN THE USE OF A CREDIT CARD TO PURCHASE \$MART MONEY.

Send Chris Zerance a thank you letter – she came up with the idea of using poster boards for the \$mart money.

V. Author

Tara emailed the Author mentioned at the previous PTO meeting, Maureen Wright. She charges \$200 for one 40 minute presentation. An additional \$100 for any presentation after that. Her website is www.booksbymaureenwright.com. In her presentation, Ms. Wright shares her story behind her being a published author. She shares about how she was denied by publishers and later how she found the right one. Two of her big sellers are "Sleep Big Bear Sleep" and "Sneezy the Snowman". Should we have her as a presenter, she is willing to sign any books that the children purchase.

Sister Rita's only concern is keeping the 7th and 8th grader's interest. Paula will contact Ms. Wright to find out if she customizes her presentation to age appropriate interests.

VI. Grants

Miss Moser said she would be willing to help get the grants prepared. Tara handed her information over to Miss Moser to glance over. Venus also mentioned that she used to write grants and is willing to help also. Any grant requested must conform to the Catholic church.

VII. Cultural Trip - 7th and 8th grade

Miss Cambria has asked if PTO will help with the costs of the trip. Teachers and Chaperones are free. There are 77 students. Cost of the trip is \$12/student, which would be **\$924.00**. PTO will cover their cost. The students will pay for the bus.

State Library for National History Day – 7th and 8th grade - Christine asked if PTO would help defray the cost of the bus for the 7th and 8th grade to travel to the state library to work on their National History Day projects. PTO will pay \$385.00 toward the cost of the bus.

VIII. Calendar

November:

Restaurant night – **RED ROBIN** is the winner. Red Robin will be the choice. It is kid friendly and close to the school. Paula will contact Red Robin for a date. Contact homeroom moms to get the word out to their class to purchase Red Robin \$mart Money gift cards for that night. Red Robin donates 11% to HNJ through \$mart Money. Possibly sending a form home to purchase and prepay for the gift cards ahead of time for that night. Sister Rita is considering letting the children wear a sports shirt if they purchase a first card.

Book Drive – Venus was working on this project. She said Mrs. Tomak gets plenty of books donated. However, she suggested possibly beginning a birthday club for the students. When a student has their birthday, they may donate an age appropriate book to the school library. It will have a label with the student's name that donated the book. We will plan ahead for next year to begin this project. Also, Mrs. Tomak mentioned starting up a memory book club for anyone, family member or otherwise that passed away. Again, a label will be on the book noting who donated the book. We need to write something up to get out to the parents that we will be starting this project up next year. Send a note to Mrs. Tomak/Teachers to ask what books they need for the library. Mrs. Tomak may also request specific books also.

We need to ask Mrs. Tomak if she would be able to provide a list of what books she needs for the library. A suggestion was made to put colored stickers on the books to indicate what reading level they are as a visual for the children. The library is in need of independent readers.

December:

December 8 – PTO will provide breakfast for teacher in-service. Breakfast will be bagels, cream cheeses, muffins, fresh fruit, juice, and coffee. Tara and Susan will handle the shopping at Costco. Tara has extra plates, napkins and cups left over from the Fall Festival.

December 12th – 18th – Karns week – High Five for Schools – Karns will donate 5% of total sales that week to HNJ. Please note that it is ONLY the Karns on Route 22. The coupons came out in this week's Newsletter. It will also go in the Church bulletins.

January, 2012:

January 16 – PTO will be providing lunch for the teachers - Tara and Jen S. will be handling. Underdogs will be providing lunch for the teachers. Thank you George and Jen.

Informative Night for Parents – A topic is still up in the air. Trac mentioned working on something through work, more information to follow. Any ideas, please let us know.

Fun Presentation for the Children – Mention was made to have the NED Show (Never give up, Encourage others, Do your best). The NED Show mission is to motivate and encourage students to become champions at school and in life. More information as we get it to follow.

Sister Rita is still working on possibly having Kids on the Block come to the school.

IX. Miscellaneous

Uniform Sale - Melissa mention possibly revamping the uniform sale, however, since it is so profitable for the school, this project will be put on hold for now.

Spirit Wear – Sister Rita has approved selling Holy Name spirit wear. Thank you Sister. Mention was made to sell T-Shirts, Sweatshirts, Lounge pants, Cinch

Sacks, Polo shirts, and flip flops. We need to get moving on this so as to have the goods for Christmas gifts. PTO would like to make profit on this, however, we will also be keeping the costs down. Tara, Jen S & Melissa will handle this.

REMINDERS:

- **The Gala is to be held on March 24, 2012 at Blue Ridge Country Club.**
- **Next PTO Meeting will be held December 6, 2011 at 7:00 p.m.**

The meeting adjourned at 8:30 p.m.