

Holy Name of Jesus School

PTO Meeting Minutes

September 7, 2021

- I. Welcome/ Opening Prayer
 - Sister Rita led the opening prayer
 - All in attendance introduced themselves, and stated what grade their children are in at the school

- II. Principal's Remarks
 - Sister Rita thanked the PTO for the "In-Service" pizza lunch that the PTO provided before school started this year. She also thanked the PTO for the ice cream treats provided to the students on Friday, September 3rd. (this was in place of the annual ice-cream social we were not able to hold due to Covid). In addition, Sister thanked the PTO for the \$35 cash gift provided to each teacher before school started to purchase supplies for their classroom since they end up paying out of pocket for many items.

- III. Financial Update
 - Angela Hocking (Treasurer) presented financial update. For the month ending, August 31, 2021, the balance in the PTO account is \$33,500

- IV. Teacher Appreciation
 - Sara Musti will head this committee again this school year
 - A pizza lunch was provided in late August for the teachers on an "in-service" day before the school year officially started.
 - \$35 cash gift was provided to each teacher to purchase classroom supplies since they end up spending money out of their own pockets for some supplies. This tradition was started last year and we plan to continue it going forward at the beginning of each school year, as long as our budget affords it.
 - Ideas were discussed for an October treat for the teachers

- V. Rewards Programs/Fundraisers
 - a) Weis Markets – Jenn Hotsko reported that we still have not received a check from Weis for last school year. Their website is currently down. She has received numerous emails requesting our tax ID number to process the check, and Paul at the Rectory has submitted that information to them, but we still have not received verification of this from them, even though it was requested on more than one occasion.

- b) Box Tops – Tara Koch will continue to chair this fundraiser. We do not receive much from this fundraiser now that it is all done online, but if families want to submit them, we are keeping the program open and encourage participation.
- c) Kids Stuff Books -- Jenn Hotsko reported that the PTO Board discussed this fundraiser and have decided to cancel it going forward. Previously it was a profitable fundraiser, but participation has dwindled in the past couple of years and we no longer make enough of a profit to continue the efforts put into it.

VI. Fall Festival

- Due to Covid, we will have to cancel the Fall Festival again this year. If conditions improve, there is a Spring Festival planned for Friday, April 22, 2022 (6-9pm). Jennifer Jablonski and Marcy Skehan have agreed to head the committee for the Spring Festival.

VII. Back to School Night

- Back to School Night will be a virtual event again this year due to Covid, therefore we will not need volunteers to run the PTO table that is usually present at the event.

VIII. Spirit Wear Sale

- Online Spirit Wear Sale dates will be October 3 – 17, 2021
- Lauren Sowers will work with Ryan Zeigler at *Smith Printing* to organize the sale again this year.
- The PTO Board made the decision to use only one school logo going forward for School Apparel. Previously, two to three choices were available, but we would like to make it more uniform and have one definitively recognizable logo for the school. The logo chosen is one of the previous choices – the one with a circle around the letters HNJ.
- It has been requested that jogger pants be added to the sale, as well as maybe another waterproof blanket choice.

IX. Restaurant Nights

- Kate Theberg has agreed to take over coordinating the Restaurant Night Fundraisers this year.
- It was agreed that we would try to go with restaurants owned by those within the Holy Name School and Church community.

X. Trunk or Treat

- Lauren Sowers and Jenn Hotsko will organize this event again this year. This will be the second annual Trunk or Treat. The first one was in 2019. It was

cancelled in 2020 due to Covid. It was agreed that since this is an outdoor only event, we can hold it again this year.

- The event date is Wednesday, October 20, 2021 (6:30 – 7:30pm). We are planning to set up the event in the parking lot between the gym and church buildings.
- It was suggested that in order to make the job easier for parking attendants that we use sidewalk chalk to number the parking spots and assign each car that registers a parking space number.
- Frank Brogna volunteered to help Ras Sowers as a parking attendant. More volunteers will also probably be needed.
- We will not have a table with additional snacks this year.
- Tara Koch suggested having Food Trucks come to the event. The idea will be considered.
- Kristen Dorman suggested contacting Hershey Company for donations and Lauren Sowers will submit the request

XI. Cash Calendar Fundraiser

- Jenn Weiss will coordinate this fundraiser again this year.
- Planning for an October Sale Period and Drawings to take place in November
- Father Quinlan has agreed to split the profits with the PTO this year. Twenty-five percent of profits will go to the PTO, and Seventy-Five percent will go to the school operating budget.
- Father Quinlan has agreed to let the PTO set up a table to sell cash calendars during all masses, for one weekend. The sale will be advertised in the church bulletin the week before so that parishioners know to bring cash or check to Mass the next week to purchase a calendar.
- We are shooting for an overall goal again this year of selling 2 calendars per school family.

XII. 8th Grade T-shirts

- Jennifer Jablonski will work on creating and producing these t-shirts again this year for the 8th graders. The tradition was started last year and we plan to make it an annual tradition as long as the PTO budget allows for it.
- The plan is to design a shirt for this year with the class school year of 2022 and have the 8th graders sign their names inside the numbers.
- There is discussion of allowing the 8th graders to wear them on certain assigned days.

XIII. Volunteer Clearances Workshop

- Kate O’Leary suggested and will head up a workshop (possibly in October) for parents to make it easier for them to obtain their Volunteer Clearances. The process is very time consuming and can be confusing for parents. She is

planning for some dates to hold these workshops. The goal is to help parents take care of all the steps necessary and be able to complete the on-line course at the workshop, with babysitting provided during the workshop.

XIV. Miscellaneous

- It was agreed that we can still consider outdoor “Movie Night” at the end of the school year. It was cancelled the past two years due to Covid.
- The PTO will no longer be hosting the annual Roller-Skating party