

Holy Name of Jesus School

PTO Meeting Minutes

February 9, 2021

- I. Welcome/ Opening Prayer
 - Sister Rita led the opening prayer
 - Jen Jablonski (PTO Vice-President) ran the meeting tonight for PTO President Jenn Hotsko who was unable to attend due to a prior commitment.
- II. Principal's Remarks
 - Sister Rita thanked the PTO, on behalf of the staff, for the cookies and hot chocolate on "Teacher Appreciation Day" during *Catholic Schools Week*
- III. Financial Update
 - Angela Hocking (Treasurer) presented financial update. Angela will be contacting Paul in the rectory to see if the balance he provided contains any Gala funds that we wish to keep separate from the PTO Balance in the account. It was not immediately recognizable if this was the case. She will also speak with him to request more detail on some of the line items.
- IV. *Catholic Schools Week*
 - The PTO provided HNJ logo color changing cups for each student on "Student's Day." Sister Rita ordered muffins (provided by the school) for students to have Thursday morning during *Catholic Schools Week* in place of the "Muffins in the Morning" that is usually held for students and their families (was cancelled this year due to COVID-19).
- V. Restaurant Night Fundraiser
 - Our next restaurant night fundraiser will be on February 16, 2021 from 3:00-7:30pm at *Fabio's*. There is the option to either dine-in or carry-out.
- VI. Cash Calendar Fundraiser
 - Sister Rita announced that Father Quinlan gave his approval to go ahead with the "Cash Calendar" fundraiser for the Spring.
 - Jenn Weiss presented what she learned from York Catholic HS about their "Cash Calendar" Fundraiser. We will model our fundraiser after theirs. They have been very successful with this fundraiser.
 - Sister Rita will look into making sure we have a current "Small Game of Chance License."

- It is important that we advertise it as being based on a “drawing,” and not a “lottery.”
- This will be a school fundraiser to raise school funds, but run by the PTO.
- Jenn Weiss volunteered to coordinate this fundraiser. She will begin work on a sample flyer for approval by the school and PTO.
- We are looking at having April as the calendar month for the daily drawings, having a sales cut-off date of March 14th, and calendars being in-hand to recipients by April 1st.
- It was discussed that we can print the calendars at the school on colored cardstock to save on printing costs.
- There may be a dress down day for the whole school, as a reward, if the school (as a whole) meets the sales goal that will be set. Each family will be encouraged to sell at least 2 calendars (not mandatory, but encouraged). There was discussion of setting the calendar price at either \$20 or \$25 dollars.
- Sister Rita will provide Jenn with a list of families. We discussed labeling the back of each calendar with a number for the drawing and also the family name that sold the calendar.
- Jenn also mentioned that we will be required to keep detailed records of every calendar sold.

VII. *5 Below* Fundraiser

- Kate O’Leary is going to coordinate another *5 Below* Fundraiser to be held for the Easter Season. It was decided that the best time to hold it will be March 17th- March 23rd (can only hold it for a seven day period). The hope is that parents will use this fundraiser as an opportunity to buy Easter Basket items and make money for our school at the same time. *5 Below* donates 10% of the profit from this fundraiser to our school.
- Kate will print up flyers and have the fundraiser posted on the School Facebook page.

VIII. Canned Food Drive

- We will still be holding the annual “Easter Canned Food Drive” this year. Students are encouraged to bring in canned foods and non-perishables during the week of March 15th. A contest is held each year to see which grade can donate the most items. PTO parent volunteers to help count the items in the morning (in the school connector starting at 7:30am) are as follows:
Monday: Jenn Weiss
Tuesday: Jen Jablonski
Wednesday: Kate O’Leary

Thursday: Lauren Sowers

Friday: Marcy Skehan

IX. Teacher Appreciation Committee

- The teachers were treated to cookies and hot chocolate on “Teacher Appreciation Day” during Catholic Schools Week in February.
--It was discussed that maybe next year, in February, we do a soup and make it a different day than Teacher Appreciation Day because Father Quinlan already makes lunch for the teachers on that day. The hot chocolate can be done in January. These ideas can be revisited next year.
- Ideas for March’s treat were discussed and will be finalized soon.

X. Miscellaneous/Other

- Jen Jablonski is working on creating a flyer for the Chicken Barbeque Fundraiser and will have it for our next meeting. The plan is to send the flyers out in April. There was discussion of having 7th graders volunteer to help at the Chicken Barbeque and be able to earn Confirmation Hours.