

Holy Name of Jesus School

PTO Meeting Minutes

April 13, 2021

I. Welcome/ Opening Prayer

- Sister Rita led the opening prayer

II. Principal's Remarks

- Sister Rita thanked the PTO for the Parent Volunteers at the "Canned Food Wars." The school collected an impressive 4,163 food items. The PTO provided baskets and gift cards to go with the baskets of food that were given to members of the church/school community in need. Because there was such an overabundance of food items collected, sister allowed these families to also go through the food piles and pick any additional items they wanted or needed for their pantries. The items that were left over were donated. The class that brought in the greatest percentage of food items was the 7th grade and they will be rewarded with an ice cream party in the near future (Sister Rita will coordinate this party)

III. Financial Update

- Angela Hocking (Treasurer) presented financial update. For March 2021, there was a beginning balance in the PTO account of \$23,284 and an ending balance of \$40,014.48. There were a few minor expenses. The major increase in the balance was due to profits from the "Cash Calendar" Fundraiser. It should also be noted that Jenn Hotsko was able to sell down most of our remaining inventory of spirit wear items with the recent sale she conducted, selling over \$400 in spirit items.
- While on the topic of finances, Sister Rita put in a request for \$1,100 to purchase a charging cart for the new chromebooks that were purchased this past summer for student use in the classroom. This request was approved by all in attendance.

IV. Restaurant Night Fundraiser

- Jenn Hotsko arranged for our next Restaurant Night Fundraiser to be at *Chipotle* (Jonestown Rd – Colonial Commons location only) on Tuesday, May 18, 2021 from 4-8pm. The PTO will receive 33% of the sales from this Fundraiser.

V. Cash Calendar Fundraiser

- Jenn Weiss provided an update - We sold 657 calendars bringing in \$16,425. Our profit will be determined after subtracting the \$2,500 in cash prize payouts and minimal printing and paper expenses.
- Father Quinlan will most likely let us set up a sales table at church next year for this fundraiser

VI. *5 Below* Fundraiser

- Kate O'Leary reported that *5 Below* has not given her a report yet on our profit from the March Fundraiser. She will contact them to see if they have any information yet.

VII. Chicken Barbeque

- Jen Jablonski had the school office send home flyers/order forms with students last week. Sister Rita brought the orders to the meeting for Jen that the office has received so far. Jen will contact the rectory to advertise the event in the church bulletin as well. Jenn Hotsko will send an email to Homeroom Moms to forward to parents about the event with an attached order form.
- The tickets that are prepaid for will be sent home with the students. You must bring the ticket to the event with you to receive the meal (Jen Jablonski will have a spreadsheet with names, just in case someone might forget in an emergency)
- Permission forms were sent home today with 7th graders that want to volunteer at the event to earn confirmation hours
- Jen J. believes we will need about 10-12 adult volunteers. Those that have volunteered so far are: Jen Jablonski, Jenn Hotsko, Lauren Sowers, Angela Hocking, Kate O'Leary
- Students will be making the posters to hold up and advertise the event. Jen Jablonski will pick up the needed supplies (7th graders)
- Will need to submit request with Paul in Rectory office to get cash from PTO checking account to have on hand on the day of the sale to be able to make change for those that purchase their meals that day without preordering tickets.

VIII. Secretary's Day – Wednesday, April 22

- Gift ideas were discussed and Jenn Hotsko will coordinate purchasing and delivery

IX. Movie Night

- Sister Rita advised that we should not hold Movie Night this year due to COVID-19. It would be too hard to keep the children and families separated for social distancing.

X. Trivia Night

- Jenn Hotsko looked into the idea of a virtual trivia night for the school as suggested by a school staff member. All in attendance agreed that the cost was more than we were expecting and decided not to continue with this idea at the current time.

XI. *KidsStuff* Fundraiser

- Jenn Hotsko reported that *KidsStuff* requested that we decide in the near future if we would like to do this fundraiser again for the 2021-22 school year. There was much discussion on the fact that not many find the coupons in the *KidsSuff* book to be valuable or forget they even have them, but just buy it as a contribution to the school. In the past, this has been a very profitable fundraiser for the PTO. If we cannot find any new fundraising opportunities while researching over the summer, we may continue with this fundraiser. We decided to chance it and wait until the Fall to make this decision and feel confident that the company would still let us hold the fundraiser even if we do not lock in now.

XII. Teacher Appreciation Committee

- March – an instant lottery ticket tree was set up for the teachers to choose from and Sister Rita reported they were surprised and thankful for this treat
- April – ideas for April were discussed and Sara Musti will take the lead on this month's ideas
- May - annual Teacher Appreciation luncheon will most likely be held on Friday, May 7th. Catering ideas were discussed and Jenn Hotsko will find the one that works the best.

XIII. Miscellaneous/Other

- Jen Jablonski finished the design for the t-shirts to be given to the 8th graders. Sister Rita gave her approval on the design. Jen is working with *Smith Printing* to purchase the shirts. The PTO agreed to fund these t-shirts for the 8th grade class each year. The hope is that they will be designed and signed by each 8th grader earlier in the year going forward and possibly have special days that they can wear them to school.
- Sister Rita will be choosing a date for the dress down day that is a reward for the school meeting its goal for Cash Calendar Sales (goal amount was: each school family X 2). Sister will send out a blast when she decides on a date.