

## **PTO Meeting Minutes**

September 4, 2018

McDonough Hall

*Present: Jennifer Fox, Patrick Estes, Elizabeth Cruz, Kristy Casaccio, Kelly Richard, Tina Maltese Gio, Yedlin Jesuit, John W Lyons, Kristen Kozlowski-Lyons, Stacy McEnery, Annie Clements, Kate Larson, Trevor Shoffer, Nicoline Shoffer, Liz Moroney, Moira Staggs, Marguerite Roza, Kristen Reale, Joanne Biemer, Amy Crilly, Julia Harmon Bell, Grace Reilly, Meghan Hurley Gibbs, Ericka Montgomery, Dee Jenkins, Susan Donahue, Susan Povilaitis, Kenna Mackinnon, Meg Bigane, RJ McMahon*

### **Presidents' Report (Fox/Crilly)**

Jennifer shared the following updates:

- **Hot Lunch:** Deadline for Hot Lunch and Smoothies was 9/5. BBC registration is ongoing.
- **VIRTUS Training:** Upcoming training at St. Giles are scheduled for September 11<sup>th</sup> (6:30 – 8pm) and September 29<sup>th</sup> (9:30 – 11am). A full schedule of VIRTUS trainings available in the area can be found [here](#).

### **Principal's Report (Bigane)**

- Meg encouraged all parents to read enews to keep up-to-date on all important school initiatives
- Additionally, very brief surveys will be sent out in enews following major school events (i.e. Curriculum Night). Parent feedback is welcome and encouraged.
- PowerSchool is active – please give teachers a few days following assignments to load grades.
- Enews deadline has been moved to Wednesday at noon.

### **Communications (Reale)**

- Kristen asked committee heads to contact Kristen/Grisel to determine best plan for promoting events on PTO website, enews and social media.
- Committee heads will need to send enews to stgilespto@gmail.com by Tuesday evening. Weekly reminders will be sent starting next week.

### **Treasurers' Report (Biemer/Roza)**

- 2017-18 was a good year financially
- Uniform resale was successful. Would like to run another one in December and looking for volunteers to organize this.
- Enrichment program has been transferred to the school, so no longer falls under PTO's responsibilities. The loss of that income will affect our budget slightly.
- PTO mailbox in the school office has tax-exempt letters (used when purchasing items for the school). Reimbursement forms for PTO-related expenses are also in the PTO mailbox.

### **Lions Leap (Richard)**

- Celebrating 30<sup>th</sup> anniversary of Lion's Leap – pep rally is September 10<sup>th</sup>.
- Lion's Leap scheduled for Thursday, September 20<sup>th</sup>
- Will take place in parish parking lot – course and activities have been changed.
- Event will be managed by BoosterThon – each family will need to register and then online donations can be accepted.
- Parents are encouraged to come and cheer on students
- Financial goal of \$95,000.

### **Parent Volunteer Discussion**

- The group discussed how purchasing items for school parties, BBC, etc will be counted toward Parent Volunteer requirement. They will be including in a family's hours – working on how much volunteer time that will account for now.
- All parents are encouraged to visit the “Volunteer” tab in the yellow bar on the front page of the school website. This will link to all volunteer opportunities scheduled for the entire school year. It will be updated regularly, so please check back often for new opportunities.
- Attendance at PTO meetings will count toward some portion of your Parent Volunteer hours as well. More information will be shared when details are finalized.

### **Committee Reports**

#### **Book Fair (Not present)**

- Scheduled for the week of parent conferences in October (10/15-10/19).
- VIRTUS-trained volunteers are needed and signups available in volunteer section of website.
- Committee heads will attend a training at Anderson Book facility next week.

#### **BBC (Reale)**

- Parents can sign up through Hot Lunch website for Birthday Book Club (can register up to a week before the scheduled BBC).
- Held once a month to celebrate birthdays – child gets pizza, fruit and dessert, along with the chance to pick out a book for our school library.

#### **Fun Lunch (Richard)**

- VIRTUS trained volunteers needed.
- Signups available on volunteer section of website.

#### **Wellness (Povilaitis)**

- Kick-off meeting is scheduled for September 18<sup>th</sup> at 7pm at Susan Povilaitis' home (317 N Kenilworth). All are invited to attend.

- Upcoming volunteer opportunities include Smoothies and providing water and fruit during Lion's Leap.
- Looking for Zero Waste/Compost Coordinator – responsible for attending monthly meetings and keeping school up-to-date on recycling and composting guidelines.

### **Diversity (Jenkins)**

- Dee Jenkins is leading the committee, along with Ericka Montgomery
- Their first goal is to revisit St. Giles' current definition of diversity for the school.
- Discussion about organizing a gathering to discuss the documentary "America to Me". More information to come.
- Researching diversity training opportunities for St. Giles staff and teachers.

### **Miscellaneous**

- St. Giles received a large donation of Box Tops. Volunteers are needed to sort the coupons and trim the cardboard to cut down on shipping costs. Please contact Amy Crilly at [acrilly@sbcglobal.net](mailto:acrilly@sbcglobal.net) if you can take home a bag and help!
- Box Top donations are also being accepted in the school office. St. Giles receives 10 cents for every Box Top collected.
- All parents are encouraged to attend their Great Grades parties! These adults-only gatherings are a great way to get to know other families in your child's class.

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If you have any questions, please feel free to contact us!

President – [Jennifer Fox](#)

President – [Amy Crilly](#)

VP, Finance – [Joanne Biemer](#)

VP, Financy – [Maggie Roza](#)

VP, Communications – [Grisel Robles-Shrader](#)

VP, Communcations – [Kristen Reale](#)

The next PTO meeting is scheduled for Tuesday, October 9<sup>th</sup> at 8:30am in the McDonough Hall conference room.

Respectfully submitted by Kristen Reale