

PTO Meeting Agenda

Nov. 6, 2017

8:00 a.m.

I. Welcome/Introductions

- a. Julie Corwin – President (grades K - 5)
 - i. Julesandjack@comcast.net
- b. Jennifer Mesich Brant – Vice President/Treasurer (grades 6-8)
 - i. brant498@comcast.net
- c. Erin Goodykoontz– Secretary (grade PreK)
 - i. eegoodykoontz@gmail.com

II. Communication

- a. Emails – Homeroom parents must send all emails to either Mr. Swierkos or their classroom teacher for distribution to the grade/class
- b. Meeting minutes - PTO section on the SFCC website
- c. School Facebook Page and SF Buddies Page

III. Advent Show Recap: Mystery of the Manger

- a. December 20 – 21, 2017
- b. Christmas Best Dress
- c. Cast A/B Designation
- d. Seating suggestions are being considered
 - i. Simple as possible
 - a. 1st couple of rows designated for people that have major parts
 - ii. Suggestion: main row for main parts, side rows for auxiliary

IV. **Library** - Alison Conroy

- a. Read Aloud
 - i. Homeroom parents can periodically check sign-ups for any gaps
- b. Author's Week
 - i. February, 2018: Authors of Appalachia
 - ii. Coordinators/Homeroom Parents may want to begin planning soon
 - a. Planning guides will be available in the library
 - iii. Please be sure to meet with teachers regarding their expectations
 - a. 4 days: one plan per grade
- c. Book Club
 - i. Grades 2 – 8
 - ii. Sign-ups went home last week

V. **Fall Fundraisers** – Rachel Scudiere

- a. One Day of Giving: November 28, 2017
 - i. Money for library enclosure (with windows) and enclosed copy rooms
 - ii. In conjunction with Father B memorial fund
 - iii. Forms to come out later this month
- b. 5K Run for Education: April 14, 2018
 - i. Hazel Ruby McQuain Ampitheater

VI. **Committee Reports**

- a. **Mother-Son Funtacular (November 12, 2017)** – Kendryn McDonough & Janel Mudry
 - i. 3:00 – 5:00, DJ, Games, prizes, raffle, photographer, food
- b. **Father – Daughter Dances (TBA)** – Julie Corwin & Jackie Stemple
- c. **Teacher Appreciation Day (1st week of May)** – Kimberly Koon & Cindy Coffindaffer
- d. **Uniform Closet** – Desiree Poach & Corrie Mancinelli

e. **Social** – Christy Davis

- i. February 2, 2018: 7:00 p.m., dinner 7:30 p.m.
 - a. Buffet, Sicilian
- ii. WVU Alumni Center
- iii. \$50.00 per person
- iv. Vegas Theme
 - a. Table games to play for tickets
 - b. Anything goes dress (casual or dressy)
- v. Raffles/Silent Auction
 - a. Sign-up genius to get donations for gift cards/prizes
 - b. Anyone with suggestions for donations are accepted
- vi. Grade Level Silent Auction Project
 - a. Each grade level has \$50.00 to create a silent auction item for the event

One item per class: please clear idea through Christy to avoid duplicates

Current items: Wreath, cornhole game, picnic table, wind chime, popsicle art
 - b. These project can be worked on during the Advent parties rather than having a craft
 - c. If additional work needs done in the classroom, we suggest using time during Catholic Schools Week with permission of your teacher
- vii. Number of tickets (150-200 people expected)

f. **Service** – Regina Watson

- i. 3 ideas up for approval
 - a. Christmas
 - b. Valentine's drive
 - c. End of the Year

- g. **Box Tops** – Kendryn McDonough
 - i. First giveaway finished (\$362.10)
 - a. Last quarter check \$681.70 for first semester and summer
 - ii. 1500 goal this year
 - iii. 2nd giveaway, December 15th, \$25 gift card of choice
 - a. 25 tops—fun handouts for tops on SF buddies for little ones
- h. **SCRIP** – Lauren Stupar
 - i. Dress down, Wednesday: November 8th
 - ii. Black Friday Shopping-second order will be due Friday before Thanksgiving to be sent home before Thanksgiving recess
 - iii. Thankscripping day online: day before Thanksgiving with increased percentages
 - iv. Spreadsheet of teacher preferences for gift cards in office: just ask Lauren or Janet

VII. **Homeroom Parent Information**

- a. Parties
 - i. PTO Mailbox and reimbursement forms: in office to the right of the teacher mailboxes
 - ii. Reimbursement forms for party with receipts
 - a. Must be within 30 days of receipt purchase, not the party date
 - b. Investigating posting the reimbursement form online
 - iii. \$50.00 per room/per party
 - iv. Please do not make your teachers create the crafts or games for your parties
 - v. Advent (December 22, 2017) – Early Dismissal (11:30 a.m.)
 - a. Party starts at 9:00 a.m.
 - vi. Virtus Training/Background Checks for all volunteers

VIII. **2017-2018 FSA Meeting Dates – All Meetings In Cafeteria**

- a. Monday, Dec. 4, 2017 @ 8:00 a.m.
- b. Monday, Jan. 8, 2018 @ 8:00 a.m.
- c. Monday, Feb. 12, 2018 @ 8:00 a.m.
- d. Monday, Mar. 12, 2018 @ 8:00 a.m.
- e. Monday, Apr. 9, 2018 @ 8:00 a.m.
- f. Monday, May 7, 2018 @ 8:00 a.m.

IX. **Questions**

X. **Adjourn: 8:24 a.m.**