

# November PTO Meeting Minutes

**Date:** November 3, 2025

**Time:** 6:00 pm

**Location:** Good Shepherd Room

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## 1. Upcoming Events & Projects

### Grandparents Day

- **SignUpGenius** created for food donations for brunch.
  - Currently **9 volunteers**; may also enlist middle schoolers to help serve as guides, assist with setup, food refilling, and clean-up.
  - Discussed splitting the event into two alphabetical groups; decision made to **hold off for this year**.
  - **Thursday night setup:**
    - Tables will be set up by students during the school day.
    - Sarah will need help setting up the photo station.
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## 2. Christmas Projects

### Giving Tree – Christmas

- Email sent to teachers requesting item lists.
- PTO set a **maximum budget amount** for items.
- Lauren Overman will take the lead.

### Christmas Cash (Advent Angels)

- Families will receive a list of teachers; they may choose which teachers to support and how much.
  - Amber Simmonds is leading this project.
  - Letter will go out **November 21**; returns due **December 5**.
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## 3. Fundraisers & Dine Outs

### Chick-fil-A Dine Out – November 4

## **Iced Coffee Fundraiser**

- Mondays are the best day for sales; potentially starting **December 15**.
  - Will be preorder-based.
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## **4. School Events**

### **Thanksgiving School Meal – November 24 at 11:30 AM**

- Decorations from Grandparents Day will be reused.
  - Will need several volunteers.
  - School will send out SignUpGenius.
  - PTO will donate **\$100** toward the event.
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## **5. PTO Business**

### **New Logo**

- Alethia will continue working on design ideas.

### **Cookie for CSW (Catholic Schools Week)**

- Need to decide on options that address allergy concerns.
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**Minutes prepared by:** Becca Roland