

St. Augustine PTO Meeting Minutes

September 11, 2024 8:00-9:00am

St. Augustine Cathedral School, in partnership with parents and the Catholic Church, welcomes and shapes young people as they grow in **faith, knowledge** and **stewardship**

Attendees: Carrie Morrow, Rebecca Bhatt, Vanessa Po, Felicia Jayakusuma, Lacey Mead, Embarina Betzle, Jayce DeLeon, Elizabeth Lathers, Andra Zommers

- Welcome & Introductions
- Prayer and reading of mission statement
- Blue Moon
 - Next drop-off date: **Saturday, September 28, 9-12pm**
 - Need volunteers (sort and store)
 - Focused on K-2 families, **need to send out e-mails to parent room?**
 - 6 main committee members, plus volunteers
 - More selective items
 - Discussion with Blue Moon Committee
 - Reimbursement requests & volunteers
 - Class service dates, **3 drop offs, 3 grade groups, starting with K-2 for the first drop off**
 - Next drop offs, Dec 7, Jan 25th, during sale just Mon-Tue drop offs
 - Need funds for supplies, new T-shirts, etc. Dr. Zommers said we can take sharpies, hand sanitizers, and trash bags from school.
 - Vendor suggestions: SignWriter for banners, JBM printing for shirts
- Debrief Beginning of Year Activities
 - Staff Start Up Money
 - Thank you cards received from staff
 - We gave full time staff \$200, specials staff \$100, and part-time staff \$50. Staff used funds to create reading corners, update supply cupboards, and stock personal items for students.
 - Change to “grant to classroom” format moving forward.
 - More intentional for the teachers setting up their classes

- Feedback on Back to School Events
 - New Family Meet-up
 - Well attended, mentor families reached out to new families, too
 - Meet the Teacher- Welcoming New Families
 - Felicia, Laura, Rebecca, Vanessa, and Carrie greeted families and handed out Swag Bags to new students.
 - First Day of School- Boo-Hoo/Wa-Hoo Breakfast
 - Sweetwater donut holes (100) and coffee (2 jugs, possibly 3 next year), coffee and creamer was included in sweet waters
 - Patio was a great location
- Snack Cupboard for teachers, filled up by parents
 - PTO has designated a cupboard in the Teacher Lounge. Parents are welcome to drop off snacks for that in the front office anytime.
- Treasurer Report and Projects
 - Draft budget
 - Account management, remove Laura, add Rebecca
 - Allocation to higher yield account, move 20k to CD
- Upcoming Events:
 - Parent Info Night
 - Collaboration with LAC
 - Drinks and snacks - Carrie (meet at 5:30 to set up)
 - Prep sign up sheet for school events
 - Meals for Conferences (Oct 2-4)
 - SignUp Genius
 - Homecoming: Middle School Tailgate (Sept 20)
 - Possibly not going to happen as it was not well attended last year
 - Movie Night (email Brandi) Oct 18
- Meeting Dates/Locations for 2024-25
 - Morning vs. Afternoon Meetings?
 - Oct 9th meeting 8am
- Adjourn

Date	PTO 2024-2025 Events
08/18 11:30-12	Meet the Teacher
08/21 7:30-8:30	Boo-Hoo/Wa-Hoo First Day of School Breakfast
09/13 8:00-9:00	PTO Meeting
09/17 6-7pm	Open House & Mixer
10/09 8:00-9:00	PTO Meeting - Room Parents & Fall Activities planning
11/08	Legacy Celebration
11/13	PTO Meeting - Staff Christmas Fund/Winter Parties planning
01/08	PTO Meeting - Winter Activities planning
02/12	PTO Meeting - Blue Moon sale planning
03/12	PTO Meeting - Spring Activities planning
03/13-15	Blue Moon sale - PTO's only fundraiser of the year!
04/ 09	PTO Meeting - Wrap up/Plan for next year
05/05-05/09	Teacher Appreciation Week
05/14	PTO Meeting-End of Year Activities
05/30 (tentative)	<i>Field Day - volunteers help with activities</i>

06/05 3:00-4:00	Last Blast - last day of school party after dismissal
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