



St. Bernadette PTO Operating Committee Meeting Minutes

Date, Time, and Location: Wednesday, September 16, 2020, 7:00p-9:00 p.m. EDT, St. Bernadette School Gym and via Zoom Conference Call

Meeting began at 7:05pm EDT.

I. Opening Prayer (Mrs. Peckl)

II. Assistant Principal's Report (Mrs. Brinley)

- Provided update on Mrs. Dalmut's condition.
 - Mrs. Dalmut is doing well but is tired and in a lot of pain. She is expecting results from her x-ray taken with her orthopedic doctor.
- School Updates
 - Systems are running smoothly and continually working on the kinks experienced with technology.
 - Carpool and lunch process have been all straightened out and is running smoothly.
 - Safety protocols in place.
- Back-to-School Night
 - Successful back-to-school-night despite it being virtual this year.

III. President's Report (Jim McAlary)

- Update on 8th Grade T-shirts
 - Additional shirts are needed due to the increase in the number of new students and some 8th graders have grown bigger over the summer.
 - Survey forms will be given to the specific students who need shirts or updated sizes.
 - Vote passed to place the minimum order of shirts (24 pieces at \$240.00) and to provide shirts to the specials teachers including extended day and cafeteria staff.
- Tuition Angel and Teacher/Classroom Funding
 - Since the specials teachers don't have classrooms this year, the school has provided them with modular tools that will help them move from one classroom to another with ease.



- The Learning Resource team is also provided with supplies and other options to be successful as well.
- Vote passed to remove the Tuition Angel line item from the budget and revisit the program in the Spring. The Board will look into applying for a 501 C3 for the Tuition Angel program, which will be led by Megan Hanik. The funds that is currently in the Tuition Angel line item will be used for teachers and students' current needs.
- Outdoor movie night update
 - Based out of an abundance of caution, movie night is cancelled for this fall. This is mainly based on cleaning requirements and the standards that the school has implemented to keep our students and staff safe.
 - Mrs. Dalmut has requested for the Board to look into organizing a trunk or treat event, which requires less time on campus and no need to use the school's facilities.

IV. Vice President's Report (Elaine Stedt)

- Trunk or Treat Event
 - Discussed event proposal details with the Board.

V. Volunteer Coordinator's Report (Lorena Holliday)

- Room parent volunteer updates
 - Sign-up links for room parents have been sent out. Volunteer turn out is lower compared to last year but all classes are going through their parent selections and approvals except for 2 classes.
 - Mrs. Peckl will ask the teachers what their current needs are and will brainstorm ideas how parents can help their child's class given they're not allowed inside classrooms and/or school.
 - Parents not selected as room parents will be provided with other opportunities to get involved in upcoming school events or other PTO endeavors.

VI. Treasurer's Report (Dena Soto)

- September Report
 - Presented updates on the Board's financial standing.
- Will provide the Board with updated reimbursement forms.



- Map-out a calendar of activities by month to assist with planning and forecasting expenses. Dena to work with Megan.

VII. Ways and Means' Report (Megan Hanik)

- Upcoming Dining Out Fundraisers
 - September 23 – Chipotle
 - October – Kona Ice
 - November – Chick Fil A
- Krispy Kreme Fundraiser
 - Completely digital fundraiser called the Digital Dozens. Krispy Kreme will charge \$5 a dozen and will allow us to sell it at \$10 (50% profit).
 - Agreed to kickoff this fundraiser in March 2021.
- Spirit Wear Online Store
 - Working with Lindsey Nagtzaam on putting together an online store via Squad Locker that sells only apparel items –no umbrella, tumblers, or others of the like but has bags and blankets available.
 - Preparing a demo and presentation for Fr. Don and Mrs. Dalmut's approval.
 - Need ideas on how to push the remaining 60th Anniversary shirts (mostly youth sizes).
- SchoolStore.com
 - We have received the \$300 that the school has earned from last year's SchoolStore.com sales. The money will be split among the specials teachers.

VIII. Fall Fundraiser Discussion (Jim McAlary)

- Mom's Apple Pies
 - Not doing any fundraiser this Thanksgiving but is still looking at doing it for Christmas.
- Honey Baked Ham
 - Looking at doing all year-round. Dena to look into the fundraiser application.

IX. Miscellaneous

- Mrs. Peckl to check-in with Mrs. Dalmut and see what are her immediate needs are and see how the Board can best help her at this time.



X. Closing Prayer (Mrs. Peckl)

Meeting concluded at approximately 9:05 p.m. EDT.



St. Bernadette PTO Operating Committee Meeting Attendees			
Position	Board	Name	Present
President	EC OC	Jim McAlary	Yes
Vice President	EC OC	Elaine Stedt	Yes
Secretary	EC OC	Sao Salinda	Yes (via Zoom)
Treasurer	EC OC	Dena Soto	Yes (via Zoom)
Ways & Means Chair	EC OC	Megan Hanik	Yes (via Zoom)
Grade Representative (PreK-2)	EC OC	Dindi Martin	Yes (via Zoom)
Grade Representative (3-5)	EC OC	Cindy Keen	Yes (via Zoom)
Grade Representative (6-8)	EC OC	Carmen Lynch	Yes
Cultural Arts Coordinator	OC	Kathleen Fox	No
Volunteer Coordinator	OC	Lorena Holliday	Yes (via Zoom)
Faculty Representative	OC	Barbara Peckl	Yes
Charter Chair	OC	Jackson Toof	Yes
Pastor*	EC OC	Fr. Don Rooney	No
Principal*	EC OC	Barbara Dalmut	No Mrs. Brinley attended on her behalf.

EC = Executive Committee; OC = Operating Committee

*The Pastor and Principal are *ex officio* members of the EC. The Pastor, Principal, and Charter Chair are non-voting advisors to the OC.