

St. Bernadette PTO Operating Board Meeting

Date, Time, and Location: August 23, 2016, 7:00pm, School Computer Lab

In attendance: Gary Fedorochko, James Ginty, Christine DeLorenzo, Theresa Hull, Mary Fedorochko, Meghan Smith, Fr. Rooney, Mrs. Monroe, Ms. Shea, and Mrs. Barrick.

Opening Prayer (Fr. Rooney)

Meeting began at 7:02pm.

- I. Grade Rep Report (Meghan Smith)
 - A. The New Parent Orientation and Kindergarten Orientation meeting is Thursday, August 25. Kindergarten class t-shirts will be distributed.
 - B. The Kindergarten Playdate is scheduled for Monday, August 29. Light refreshments will be offered.
 - C. Fall Festival Update: This year's Fall Festival is scheduled for Saturday, October 15. Crafters will be outside, pending weather. Some of the events will include an obstacle course, games, and a climbing wall.
 - A flier calling all crafters was prepared for the bulletin and was forwarded to other parishes to advertise the Fall Festival in their bulletins.

- II. Treasurer's Report (Christine DeLorenzo)
 - A. June and July financials were distributed.
 - B. Discussion on financials included clarification on temporarily restricted funds, which include the gym renovations and mulch; the display case is included in operating; and Auction funds reflecting that it was a successful event.
 - C. Cost of the planners, through EPI, was \$850. Mary Fedorochko explained that we should expect \$1600 from EPI sales, 30 days after delivery of supplies. Other income includes uniform exchange; classroom events; and PTO dues. To date, \$1,680 in PTO dues have been collected
 - D. After submitting for expense reimbursements, notify the Treasurer so that she may be aware of the numbers.

- III. Ways & Means Report (Mary Fedorochko)
 - A. Special thank you to Jeff, Bill, and Luis for unloading the EPI supplies. There were a total of 260 orders for EPI kits. Preschool and Kindergarten tote bags were ordered, and mats. Art bags and recorders will be available for sale at Sneak-a-Peak, on Friday, August 26. Proceeds from EPI sales will come in 30 days.
 - B. Mulch will be sprayed onto the playground either on Thursday, August 25, or Friday, August 26, after 1pm. The cost for the mulch is \$4,326.
 - C. Playground shade requirements were discussed, to include the gazebos. The condition of the gazebos are deteriorating, approaching the end of their life expectancy, and will need replacement. The gazebo directly on the playground was not placed properly in the ground and is soaking up water. The current

structures should last for the time being, but plans should be made to purchase replacement gazebos and/or structures by the Spring.

- Fr. Don asked for square footage requirement. Mrs. Fedorochko explained that a tree that was removed earlier this summer impacts the shade requirement. The shade requirement relates to the playground area. The area by the basketball hoops is a sensitive area in the event of a water main break.
- For the playground area, another gazebo or a 3-pole, triangle shaped structure with two benches could provide shade. A 3-pole structure was suggested to be compliant with the area needed for fall zones with existing equipment. There was discussion of potentially extending the playground on the other side, towards the field; however, the area is not ideal due to the constant water build up.
- For the area by the basketball hoops, there is a larger footprint; however, a gazebo structure with benches would be a sufficient replacement.
- Fr. Don met recently met with the Knights and discussed developing the back area, behind the cafeteria where the sheds are, for a pavilion or picnic area. The idea is in its infancy stages.

D. Dining Out days are planned for the following locations and additional days may be added for half-days:

- Roy Rogers, Manchester Lakes
- Chipotle, Manchester Blvd.
- Chick fil A

E. Secret Santa Workshop is Saturday, December 3. A “Black Saturday” sale will also take place. Class baskets, class parties, and Principal and VP of the day are among the items that will be available for purchase.

F. Barnes and Noble Night: Due to the school’s book fair taking place in March, the PTO will not hold an additional book fair this year.

G. Donuts after Mass for September 18: PTO Board will be available after masses and will provide a flier detailing Giant/Harris Teeter cards, box tops, and other ways to support St. Bernadette school through reward programs.

- Father Don mentioned his support of SCRIP if the PTO decides to re-invest in the program.

H. Poinsettia Sales will take place this year for purchase, in honor of someone.

IV. Vice President’s Report (James Ginty)

A. Guardian Angel Update: The program was successful. Twenty-four people made calls to new families.

V. President's Report (Gary Federochko)

A. Thank you to James Ginty for spearheading the Guardian Angel Program and for coordinating the gym upgrades.

B. Thank you to Fr. Don for replacing the cafeteria ceiling and the deep clean of the building.

C. Discussed the PTO covering the refreshments for the reception following the Memorial Mass for Susan Griffin.

VI. Pastor Report (Father Don)

- A. Depending on feedback from the school community, the red color surrounding the windows on the exterior of the school can be painted over with an enamel paint.
- B. Father is seeking an estimate for clear exterior doors for the front of the school. A suggestion was made to coordinate with Risk Management regarding the doors.

VII. Principal Report\

- A. Thank you to James Ginty for overseeing the Guardian Angel Program for welcoming new families, for coordinating the display case; and for cleaning the top of the closets in the gym.
- B. Thank you to Mary Fedorochko and Meghan Smith for their work with the EPI supplies and for organizing the PTO closet.
- C. Memorial Mass for Susan Griffin will take place at St. Bernadette Church on Wednesday, September 7 at 7pm. A reception will follow in the school gym.

Motions Made

- Motion made, and approved, for a \$100 donation for flowers for Susan Griffin from the PTO Sunshine Fund.
- Motion was made, and approved, to amend the \$100 donation for flowers, to a \$300 donation from the PTO Sunshine Fund for flowers and light refreshments for a reception following the September 7 Memorial Mass for Susan Griffin.

Closing Prayer (Fr. Rooney)

Meeting ended at 8:32pm.

St. Bernadette PTO Operating Committee Meeting Attendees		
PTO Position	Name	Present
President	Gary Fedorochko	Yes
Vice President	James Ginty	Yes
Treasurer	Christine DeLorenzo	Yes
Secretary	Theresa Hull	Yes
Ways and Means	Mary Fedorochko	Yes
K-2 Grade Rep	Meghan Smith	Yes
3-5 Grade Rep	Megan Maso	No
6-8 Grade Rep	Kim Jones	No
Volunteer Coordinator	Natasha Ofosu	No
Charter Chair	Mandy Molinari	No
Principal	Beth Monroe	Yes
Assistant Principal	Susan Shea	Yes
Faculty Representative	Sandy Barrick	Yes

