



# St. Pat's PTO Meeting Minutes

September 13, 2023

6:00-6:30 p.m.

1. **Opening Prayer**
2. **In Attendance**
  - a. **PTO Executive Officers:** Lindsey Thelen, Jennifer Brown, Chelsey Pung, Samantha Campbell
  - b. **Parents:** Katie Halfmann, Lacy Allen, Lauren Bull,
  - c. **Teachers/Administration:** Jena Schafer, Melissa Schellberg, Kaye Sandborn, Courtney Smith, Randy Hodge
3. **Committees Update:**
  - a. PTO Executive Committee Position:
    - i. President: Lindsey Thelen
      1. 2-year term to begin with the 2024/25 school year
    - ii. Vice President: Jennifer Brown
    - iii. Secretary: Chelsey Pung
      1. 2-year term to begin with the 2024/25 school year
  - b. PTO Committee Leads:
    - i. Book Fair: Jen Schafer volunteered for this position
    - ii. Still looking for Special Events Committee Lead and possible Kids Fest lead.
4. **Budget Update (2022/23)** Sam reviewed the budget
  - a. Samantha Campbell reviewed the budget
  - b. Budget Projections for next school year to be changed.
  - c. PTO Budget will now be a line item in the school budget.
5. **Events**
  - a. Book Fair October 5-9th (TBD)
    - i. Thursday 10-8 Friday 8-12 (during conferences) and Monday 2-5. Possible Saturday during color run.
    - ii. Will be in Room 114
  - b. Teacher Dinner (for conferences) - Kim Schrauben Oct 5th
  - c. Color Run October 7 at 9am Rectory Parking Lot
    - i. 67 pre registered for the event
  - d. St. Pat's Homecoming Tailgate October 7 at 6:00 Outside Raider Football Field
  - e. Future Event ideas:
    - i. Trunk or Treat
    - ii. Classroom activities for seasons
      1. Christmas themed: Have a hot chocolate room, arts/crafts room to make snowflakes, snowmen, etc.
    - iii. Spring Showcase
      1. Showcase students work from the school year
      2. Set up Artwork from the school year
      3. Have the choir sing
      4. Have skits from the classes
    - iv. Science Assembly requested by Judy Fleischier
      1. Has been approved by the Administration. In the process of setting up a time-slot and filling out paperwork. Judy will reach out to Farm Bureau Agencies for donation and PTO will cover the remaining costs.
6. **Fundraising**

- a. Candle Sale September 15-25
  - i. Pick up Candles at The Port October 19 Starting at 3:30-9:00
- b. Wine Night at the Wagon Wheel November 16 at 6:30
  - i. Kaye Sandborn volunteered to organize the teacher baskets
- c. Uniform Room Updates
  - i. Raised \$208 since the open house
  - ii. Uniform Room is 207 (old teacher lounge across from Mr. Russman's Classroom)
  - iii. Purchased racks and hangers to organize the uniforms.
- d. Going to have less fundraisers and focus more on community events

**7. Parent/Teacher Involvement**

- a. Meeting Attendance Incentive - Out of Dress Code Slip(s)
  - i. Parents who attend at least three (3) PTO meetings during the 2022/23 school year will earn an out of dress code slip for their child(ren).
  - ii. One drawing will be held during monthly PTO meetings for those in attendance during the 2022/23 school year.
    - 1. September Winner: Melissa Schellberg

**8. Next Meeting: October 11th 6:00-6:30 in the Parish Hall**

**9. Questions/Comments & Closing Prayer**