



The mission of the Holy Family School PTO is to provide a medium for parents and faculty to work together for the spiritual and academic benefit of our Holy Family School community in the areas of communication, public relations, and special programs.

**PTO Meeting Minutes
November 17, 2025
6:30pm**

PTO Meeting
November 17th · 6:30pm
Time zone: America/Detroit
Google Meet joining info
Video call link: meet.google.com/kpf-abjk-anu
Or dial: (US) [+1 224-442-3383](tel:+12244423383) PIN: 699308648

Opening Prayer:

Lord, Eternal God,
As we begin our PTO meeting,
we do so with the awareness
that without Your divine presence
at the center of our meeting,
our work will be empty.

Grace us with Your wisdom and vision;
Gift us with holy humor and humility;
Guide us to support our teachers and
children on their educational and spiritual
journey here at Holy Family and in our
surrounding community.

“Our Father...”

PTO Meeting Minutes

Date: November 17, 2025, Time: 6:32 pm Location: Holy Family Catholic School Small Hall

Opening

Prayer led at 6:34 pm. Prior meeting minutes approved (moved by Julie Dufort; seconded by Kara Drainville).

Introductions: All

Board Reports:

- **Amy, President:**
 - PTO 2025 Recap (Stats on Volunteers and the outstanding Support so far!)
 - Parent Advisory Group – first meeting December 15th
 - Location: Small Hall FBPC
 - Time: 6PM
 - PTO will be supplying extra snacks for teacher classrooms
 - PTO plans to roll out teacher Christmas gifts this year
 - Open Committee positions:
 - Community Spirit –
 - Welcome Committee –
 - Parent/Student Enrichment –
- **Marianna, Vice President:**
 - The Holy Family PTO Alumni Scholarship
 - Directions online at: <https://hfsgb.org/parent-involvement/pto/>
- **Kara, Treasurer:**
 - Budget update - Hand out budget
 - Bids and Blessings not on there – doubled revenue
 - Expenses within \$100 of our plan
 - How did B&B do compared to auctions in the past

- Update on budget to actual from throughout the year thus far
- Reimbursement: any questions on the process
- **Julie, Secretary:**
 - Thank you all for sending me your reports this month!
 - Need to fill Grade Level PTO ambassadors
 - K-Prep, 4th, 5th, 6th, 7th, and 8th
 - Spiritual Bouquet for the Welch Family
 - Link: [https://docs.google.com/forms/d/e/1FAIpQLSe72oG-CVS26XH2Mw0qx0RNhFGdon2v2PkRd3EBN2RFv9ALaw/v
viewform](https://docs.google.com/forms/d/e/1FAIpQLSe72oG-CVS26XH2Mw0qx0RNhFGdon2v2PkRd3EBN2RFv9ALaw/viewform)

Upcoming Events:

1. Student Council Store – November 18th and 19th
2. Santa's Secret Shop – December 8th through December 11th
3. Teacher Christmas Gift Appreciation
4. Panther Draw Raffle Tickets – January 5th
5. April Fundraising Event – April TBD
6. Fun Run Fundraiser – May 22nd, 2026

Past Events:

7. Dine-to-donate at Enzo's on October 1
8. Powers Homecoming – October 10th
9. Parent Teacher Fall Conferences – October 12th -13th
10. Can Drive – October 20th – 24th
11. Trunk or Treat – October 31st
12. Bids and Blessings – November 7th – 9th

Committee Reports:

- **Hospitality** - Committee Chairs, Jenny Salsa, Wanda Farah, Barbara Quaranta, Rimi Abu-Aita, Theresa Doerr, Deanna Kaczorowski, Nikki Curtis, Katie Tinnin, Katie Gibbons, Kelsey Cruz, and Debbie Wendt

- **Barbara Quaranta**: Parent-Teacher Conference Meals Were a Hit! On Wednesday evening, we provided dinner from Pitaway, and on Thursday afternoon, staff enjoyed a delicious build-your-own sub and salad bar. We also were able to fill the snack table and fridge in the teachers' lounge!
 - A huge thank-you to everyone who helped plan, donate, and volunteer — we couldn't have done it without you!
 - Our next committee meeting will be announced soon
 - Plan Teacher Appreciation and Catholic Schools' weeks
- Mrs. Welch's breakfast and pizza lunch was provided by PTO for the staff on Friday November 7th.
- **Fundraising** – Committee Chair, Megan Hammond, Erin Saab, Emilee Pinkston, Kelsey Cruz, Sheila Coriasso, Linda Williams, Jacqueline Loftis, and Helena Sommers
 - **Megan Hammond**: This was our first time doing the "Bids + Blessings Virtual event"!
 - We raised \$10,465.00
 - This was a great success, and everyone seemed excited about the items. Thank you for your support
 - We will be doing a Fun Run Fundraiser next spring on May 22nd (half day of school)
 - Asking for a planning committee by the next meeting – more details soon
 - All School Fundraiser April of 2026 – more to follow
 - **Jacqueline Loftis**:
 - Dine-to Donate – Jacqueline
 - Enzo's – past
 - Tropical Smoothie – next
 - Pizza Mia
 - Scrub-A-Dub
 - Talk to owner

Santa's Secret Shop:

- **Melissa Mannor** Chair and **Stephanie Kendall:**
 - Santa's Secret Shop
 - Dates: Monday, December 8th through Thursday, December 11th
 - Signup Genius to teachers for shopping time slots
 - Volunteer Signup Genius to be sent out by Nov. 14th along with initial flyer with basic preview
 - Nikki Urbanik to start posting about the event via HFS Facebook page 11.14.25
 - Main flyer with the money envelope (NO CASH THIS YEAR) will go home Monday, Nov. 24th
 - Shopping List with pictures and prices sent out to families on Dec. 5th
 - Shop set up - Sunday night, Dec 7th (after 1PM) and tears down is Friday morning, Dec 12th.
- **Parent/Student Activities** – **Committee Chair, Amber Hager, Melissa Mannor, Rachel Reilly, Eric Cagle, Stephanie Karnjate**
 - Daddy Daughter
 - Mother Son Dodgeball
 - Recap on Homecoming
 - Eric Cagle
 - Great turnout
 - Tent, bag drop, etc. Everything was wonderful
 - 7 pounds of hotdogs
 - Couple hundred pops and only water was left. Chips were left
 - Others were jealous of HFS spot
 - Parade
 - Lisa and Scott coordinated and great success
 - 150+ RSVP's and attendees for this event

- **Reserve Funds** – Committee Chair, Angela Gerke, Eric Sauder

- Good evening, everyone. On behalf of the Reserve Fund Committee, I'd like to share a brief update on our work over the past months.
- After meeting and reviewing the teacher survey results, we grouped their requests into two main categories.
 - The first category is "Wants" — practical, functional classroom support items. These are things like basic supplies, new books and games, sensory materials, nesting stools, and classroom snacks.
 - The second category is "Needs" — items that support staff appreciation, morale, and overall well-being. These include gift cards, take-home meals, flowers, massages, and spirit wear.
 - We've discussed these with the PTO, and many of these smaller items can be supported right away. Together, we'll be developing a quarterly rotation plan to help meet teacher needs more consistently. The estimated cost to begin this plan is about \$1,500, which uses only a small portion of our reserve funds.
- Looking ahead, after keeping a \$25,000 emergency balance in the reserve account, we will have approximately \$30,000 available for long-term, high-impact initiatives. The Reserve Fund Committee, the PTO Board, and our teachers and staff are working together to identify the best investments that will benefit the school long term.
 - Right now, our focus is on two major areas: technology upgrades and air quality improvements, including air purifiers and air conditioning units. These priorities were consistently highlighted as needs that would make a significant difference in our classrooms and learning environment.
- We'll continue to collaborate, gather input, and bring forward clear recommendations in the coming months and are looking for any person or experts to help in these areas. If any parents own businesses that are willing to give their time and talents to helping in these two specific areas, we would greatly appreciate the expertise.

Thank you for your support as we work to make thoughtful, sustainable decisions for our school community

- **Used Uniforms** – Committee Chair, Sheila VanSickle & Emily Floyd

- Promotion of "uniform exchange" will be advertised monthly
 - Everything is \$5.00 more or less if you are not exchanging

- Additional inventory will be added such as socks, bows, shoes, belts, etc.
- Remodeling of the room has begun - additional hanging racks, and cubbies from office will be brought to the store
- Displaying clothes in lobby on high traffic events dates is tasked for next meeting
- **Spirit Wear – Committee Chair, Robyn Lafay**
 - Spirit Wear Store Final Sales open from 11/17 through 12/2
 - Link: <https://shop.hoytcompany.com/holyfamily/shop/store-closed>
 - Spirit wear sales from our first 2 sales generated \$2,125 profit, which has surpassed last year's total profit. Moving to this format has paid off.
 - Pop up sale for Faith, Love, Panther Pride will take place in 2026
- **School Assemblies – Committee Chair, Eric Sauder**
 - NED's Resiliency Ride was submitted to Mrs. Brendel and school leadership for approval.
 - Date Dec. 1st, 2025
 - Committee met in October and November
 - Top three choices were decided upon: NED's Resiliency Ride, Jim "Basketball" Jones, and Eddie Cortes
 - All 3 are available for this school year
 - One will be selected for Spring 2026
- **Lenten Retreat – Committee Chair, Tanya Babiasz**
 - March 10th or 11th
 - Day Powers does their testing

Principal's Report: Cindy Brendel

1. Michigan State Police Process

- Lengthy application and review process.
- Notification expected mid to late January.

- Significant grant funds anticipated.
- **Building Assessment & Entryway Updates**
 - Double-entry systems under consideration.
 - Two doors to be buzzed in for added security.
 - Commercial locks currently sufficient.
 - Boots on doors in place, but updates needed for fire safety compliance.
 - Ongoing discussions with Fire Chief regarding boot locks.
- **Workshops & Webinars**
 - Chuck attended Michigan Catholic Schools webinar hosted by MI State Police last week.
 - Father Joe has been participating in security workshops.
- **Entryway & Camera Review**
 - Focus on improving entryway safety.
 - Identified blind spot during recess entry; limited camera coverage.
 - Considering double-entry solutions to mitigate risks.
 - Current entryway does not allow access to upstairs.
- **Staff Safety & Security Committee**
 - Committee established and actively meeting.
 - Members attending workshops and contributing to planning.

2. Welch Family Update

- **Auction Event**
 - Scheduled at Henry Ford, Wednesday, November 19, from 5–8 PM.
- **Student Council Shop**
 - Profits from tomorrow's shop will be donated to the Welch family.

Teacher's Report: Tami Wolfram and Tara Shorey

- Thank you, PTO, for what was provided during the Teacher conferences!
- Will work with Parent PTO Reps for wants and needs list

Open Floor

1. Community & Student Initiatives

- **Can Drive**
 - Led by Rachel Riley this year.
 - Michelle assisted at the front desk.
 - 7th graders participated and helped with the drive.
- **Trunk-or-Treat Event**
 - 41 trunks participated.
 - Route adjusted this year; event held entirely outside.
 - Duration: 2 hours.
 - Parent volunteers assisted inside at the doors.

2. Clubs & Activities

- **Robotics Club (Discussion led by Scott)**
 - Grades 6–8 require new coaches.
 - Need to recruit and spread the word for new coaches.
 - Flyers to be created and distributed.
- **PTO Support Clubs Initiative – Club Committee**
 - **Chess Club:** Volunteers needed.
 - **Running Club:** Volunteers needed.

3. Parent Outreach

- **Parent Water Outreach Welcome Club**
 - Warming Station initiative in planning.
 - Date: TBD (soon).
 - Planned offerings: hot cocoa and doughnut holes.

Meeting adjourned at 7:25 PM

Closing Prayer:

Lord, we thank you for the benefits and blessings that you have bestowed on Holy Family School. We thank You for all the gifts You have given us: our lives, our loved ones, all that we have, and all that we are. Most of all, we thank You for Jesus, Your Son and Redeemer, sent to show us the way to eternal life. May the offerings of our time, talent, and our material resources be made in the same spirit of sacrifice that Jesus taught us by His life, death, and resurrection.

Amen.

Next PTO Meeting: Date
God Bless!



Holy Family School, believing that each student is a child of God, challenges each to embrace the Gospel message through the traditions of the Catholic faith, to achieve academic excellence, and to grow as saints.



PTO Meeting Attendees

Virtual

Marianna Johnson	Christine Opp
Theresa Doerr	Lisa Duerr
Rimi Abu-Aita	
Eric Souder	
Jenny Salsa	

In Person

Amy Seymour	John Ellis
Julie Dufort	Kaitlyn Ellis
Kara Drainville	Deanna Kaczorowski
Erin Saab	Stephanie Kendall
Ren Barcey	Scott Angus
Cindy Brendel	Laura Angus
Liezl Stasiak	Annie Stoltman
Greg Drake	Sally Drake
Ferris Mikhael	Chad Drake
Stephanie Karnjate	Barbara Quaranta
Eric Cagle	29 Total