

PTO Meeting Minutes

November 18, 2020 via ZOOM



Starting Time: 6:37 p.m.

Welcome and Opening Prayer: Welcome to all members present. The Opening Prayer was recited by all in attendance.

Attendees: 20 people virtually attended

Cindy Jones	Nicole Urbanik	Brandi Carmode
Megan Simms	Amy Taylor	Nikki Taylor Vargo
Joseph Galvez	Aimee Wolven	Beth Holifield
Laura Allen	Melissa Mannor	Christa Hays
Heather Richert	Rissa Co	Michelle Hagerman
Stacy Darmafall	Mikie Payionk	Theresa Purcell
Diane Mischel	Lindsay Moore	

BOARD REPORTS

President's Report: *(Cindy Jones)*

Explanation of agenda and how to chat on Zoom.

UM/MSU Canned Food Drive: At the end of October, PTO held our service project benefitting our parish outreach center. We asked our school families to donate a canned food item and the students were able to place their food item into shopping carts located at all entrances decorated for Michigan or Michigan State. Each day we counted the items for each team and those totals were announced daily. At the end of the week, the grand totals were revealed to the kids. For the second year in a row, Michigan State won 860 - 741. Ultimately though, our outreach won with over 1600 food items donated! Thank you to all that donated and encouraged this friendly rivalry!

Trunk or Treat: We were unable to host our Fall festival this year, so we came up with a great school-wide event that was held during the school day. We asked families to decorate their trunks or donate candy to the event. All students were able to parade around the St. Joseph parking lot in their costumes. We had 40 cars participate. There was a contest for the best decorated trunk voted by the students. The top 3 cars were the Frye family, the Cooper family, and the Mannor family.

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Teacher Luncheon/Room Service Treats: Our hospitality committee provided dinner for the teachers on the Tuesday night during conference week from Italia Gardens. Additionally, the PTO board put together a “room service” snack for each teacher that week. The teachers were able to order a snack and drink and then delivered to their classrooms.

Scrip: There are a lot of new families that have signed up for Scrip gift cards this year. The list of all retailers participating in this program can be found on our school website under the heading “Support HFS”. There you will find the sign up forms to designate where you would like your rebates to go to and the list of all retailers.

You can put your orders in for physical cards online and they will be sent home with your child. If you don't want to link your checking account/credit card, you can send a check in with your child. Linking a checking account has a \$.15 fee per order and credit card payments have a \$2.25 fee per order.

Treasurer's Report: *(Heather Richert)*

2020/2021 PTO Financial Overview: Not a lot of change since the last update. We've had some deposits...mostly fundraising income. Shoparoo ended this summer, but we just got our check from last year, \$371. Today, we received two Dine to Donate checks from Aubree's. One from October and the other one is from last year totaling \$424.41. Another check came in from School Supply, \$715. And the biggest surprise was used uniforms (\$660) compared to previous years. We haven't had a lot of expenses so far, the supplies for the trunk or treat were donated.

2020/2021 PTO Calendar/Event Schedule: *(Cindy Jones)*

Santa's Workshop: This year we will be providing 2 options for shopping at Santa's Workshop. E-Learners can shop online (however, no money comes back to HFS this way) and students going in-person can shop like past years. The workshop is December 7th - 11th. For the in person shopping, we cannot have our usual volunteers in the school this year, this will be run by staff/teachers only. We will provide pictures, descriptions and prices of every item for sale and ask parents to let your child “shop” from the photos so when it's their day to shop, they know exactly what they will be buying. Checks will also be the only method of payment allowed.

Diane Mischel brought forth an idea of letting e-Learners turn in the order form and pick up their gifts at an arranged time. This way that money comes back to HFS.

More details will be coming in the next few weeks in our Friday Panther Press.

Community Service Project: As stated at our last Zoom meeting, we will be doing a community service project every other month. Since hospital patients cannot receive visitors this holiday season, we thought it would be nice to have the students make Christmas cards for them. We are in the beginning stages of planning, so look for more information in our Friday Panther Press.

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Additionally, if any one has any other ideas for a community service project for February or April, please let us know!

COMMITTEE REPORTS

Box Tops: (*Melissa Mannor*) - We need ALL of our school families to download the Box Tops for Education app on their phones. We are asking everyone to scan their grocery receipts into this app each time you shop. Even if you don't think you bought any box top qualifying items, scan them anyway. Every 10 cents helps! Exact numbers to date: we've only earned \$218 since July and in order to meet our yearly goal, we need to earn \$500 by the end of November.

Fundraising:

Dine to Donate: (*Michelle Hagerman*) - We had our first dine to donate in October at Aubree's, which brought in \$160. In addition, the manager also provided a check from the last DTD that we did not receive which was a check for \$262. The general manager for Aubree's shared how much he appreciated the great turnout we had!

Michelle is working on a dine to donate for December, as some things needed to be moved around due to the current restrictions and local restaurants feeling uncertain about how long these restrictions will last. More to come soon!

Shop & Sip: Our biggest fundraiser will have to be postponed with all of the mandated limits placed on in person gatherings. We will be planning a small business Saturday shopping event sometime in the spring, hopefully before Easter and Spring Break. Diane suggested maybe an outdoor/farmers market event.

Spirit Wear: (*Robyn LaFay*) - If you are interested in purchasing any spirit wear as Christmas presents, please place your order by December 1st. Orders will be delivered either to the school or shipped to your house (for a fee) on December 15th.

ADMINISTRATIVE REPORTS AND OTHER ORGANIZATIONS

Principal Report: (*Theresa Purcell*)

- The canned food drive was a lot of fun and a success this year. We always look forward to it.
- Trunk or Treat had a great turn out and the feedback from the staff was remarkable. Because we couldn't have this event in the evening, it was difficult to include our elearning students due to Covid restrictions. We were not trying to disclude anyone. Hopefully, we will not be living through a pandemic like this in the future.

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- The luncheon for teachers was delicious and perfect. The treats came in handy in between Zoom calls.
- The community service project idea that was brought forward earlier is a good idea. We already do something similar for some grades, but with this time it's a great idea. Look for more info in the Panther Press.
- Making the decision to go online was a difficult decision. We have one positive case, but that affects others such as our secretaries and we can't get enough help with them out. We had to err on the side of caution and had to do the right thing. There was a question about who is on the Executive Team who made this call to go online. (Fr. Joe, Fr. Le, Dcn. Denny, Dcn. Dan, Carrie Pilarski, Theresa Purcell, and Kevin Nuegent.) The reason the school is closed has nothing to do with the governor's call on Sunday.

Open Discussion/Questions:

- I am surprised there is no teacher or parent representative included in the Executive Team. I would like to see some support for the mental well being for our kids during this time.
- Is Genesys okay having material from outside be distributed in the hospital given covid issues? If we drop it off, they shouldn't have a problem, but we can double check with the new restrictions.
- Could we do a sign-up genius for crafts for next month's community service project? We will have more info coming... look for an email.

Closing Prayer: The Prayer was recited and the meeting ended at 7:31 p.m.

Next working meeting: January 13, 2021