

**2022-2023 St. Margaret Mary School PTO  
Meeting Minutes – September 6, 2022  
7:00 pm – 8:00 pm; Virtual and In-person**

- I. Opening Prayer
  
- II. Principal Update – Mrs. Pronio
  - a. No update other than dress down day is Thursday, Sept. 8
  
- III. General Updates
  - a. Introduce board: Colleen Sanders - President, Shannon Sprow – Vice President, Leah Booker– Treasurer, Tracey Mumma – Secretary
    - i. Mission:
      - 1. Show the teachers we appreciate them
        - a. Stock teacher lounge
        - b. Recess duty assistance – checking with Mrs. Pronio to see if this is still needed/wanted, if so, a sign-up schedule will follow
        - c. Provide lunches and breakfast throughout year
        - d. PTO has received lots of thank you notes from teachers
        - e. PTO will continue to ask teachers for additional ways we can support them
      - 2. Support families
        - a. Pay for all field trips – PTO paid for all field trips last year and received a lot of thank you notes from kids and teachers. Field trips cost about \$10K (\$3200 for buses and \$5000 for trips)
        - b. PTO will continue to ask parents to share their needs
      - 3. Build sense of community within school
        - a. Lots of events outside of school activities to connect
        - b. Promote attendance
    - ii. 2022-23 School Year Goals:
      - 1. Fundraise to cover initiatives listed above
      - 2. Appreciate teachers everyday not just during teacher appreciation week
      - 3. Build community and promote additional families to participate in events
  - b. Recap Summer Initiatives
    - i. Lunch for teachers provided
    - ii. Surveyed teacher for what snacks they'd like in the teacher's lounge
    - iii. Movie night held
    - iv. Funded pool party
    - v. Funded back-to-school ice cream social
  - c. Non-PTO School Wide Initiatives

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- i. Mums: orders are due Sept. 9 and mum pick up is Sept. 23 and 24
- ii. Trivia Night: Sept. 30 at 7 pm with registration due by Sept. 23 and cost is \$25/person with all proceeds going to the school. Food and alcohol/non-alcohol beverages will be available at the event. Teams will consist of 6-8 people and visa gift cards are prizes. PTO suggested a donation of \$200 to cover additional prizes – there were no objections from anyone attending the meeting so PTO will provide a donation.
- iii. Restaurant Night: planning on having one on the 3<sup>rd</sup> Tuesday of each month. Restaurants donate a portion to the school; Sept. 20<sup>th</sup> - Bellia's pizza on Linglestown Road (Restaurant will donate at least \$100 or up to 15-20% of sales); Oct 18<sup>th</sup> – Tuskers; other dates and restaurants will be made available once determined.
- d. Zoom vs. In-person PTO Meetings: consensus on tonight's call is that zoom meetings are preferred by the vast majority of parents with some interest in 1 or 2 special in-person PTO meetings per school year. Colleen suggested having one in-person meeting during the first half of the school year and one during the second half.

IV. PTO Committee Reports

a. President:

- i. Calendar – includes all PTO meetings and events as well as school wide big events. The PTO calendar is attached to these meeting minutes.
- ii. Book fair – September 13-15. Sign up genius sent out Sept. 6 with a schedule of when kids will be shopping. There is still availability for volunteering and some days have large breaks, so if you can only cover part of a shift just let Colleen Sanders know via email. The book fair will also be open during back-to-school night.
- iii. Boosterthon – this event was a huge fundraiser last year. This year we are planning on doing it in-house using Pledgestar to handle money. Pledgestar costs 7% of total with a maximum of \$995. Last year's Boosterthon required a \$2000 down payment and required a higher percent of total donations. No date has been set yet but we are looking at early November. Leah Booker volunteered to do something more dance related instead of videos.
- iv. Hot lunch - some parents are interested in more days of hot lunch; in the past the PTO has sponsored (funded) and staffed it. PTO will check with Ms. Shonda to see how it works but thought that she orders food but PTO pays and staff it. Colleen will talk with Mrs. Pronio and Ms. Shonda

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- b. Vice President (Shannon Sprow): golf tournament Friday, Nov. 4. Still need volunteers to sell raffle tickets, run beverage carts, meet caterers, etc. Also, looking for sponsors and golfers. Registration needs to get up on the website and Facebook page. The student directory was a pdf and book last year but this year they are hoping to pull information from existing school data asking parents if they'd like their information included. More info on the student directory will be available on back-to-school night.
- c. Treasurer (Leah Booker): PTO was able to purchase signs for the school and fund the pool party. We have fundraisers coming up. Some receipts aren't making it to Leah through school so Leah requests that when submitting receipts, please email her with a picture of it, what it is for, the amount, and who the check goes to. Leah will then snail mail the check. Also, please provide monthly receipts for use of the PTO card. Leah's contact information is [bia2001@gmail.com](mailto:bia2001@gmail.com) or 717-579-8042.
- d. Secretary (Tracey Mumma): new to position with nothing to report.
- e. Hot Lunch: no report other than it starts Wednesday, Sept. 7.
- f. Uniform Exchange (Caroline Krall): late summer exchange when well. There is lots of inventory so if you need it email coordinators and they will get the items asap. Another uniform exchange in the spring/April. Donations of 1-2 wire racks are needed (wheeled or stationary). Nikki A. has one to donate. Parents commented that the fall uniform exchange was a well-organized event.
- g. Social (Dana Dwyer): movie night this summer was well attended and the second movie night was canceled due to weather. Currently working on a possible October movie night. The pool party had a huge turnout and went well. The fall festival will occur on October 29 and will be in a similar format as last year.
- h. Donuts/Pancakes (Kelly, Jen, Nikki): September 18 after the 9:30 mass will have donuts, coffee, and juice.
- i. Santa Shop: no report.
- j. Spring Festival: festival was a lot of work but had a good turnout with an unexpected bonus of over \$1200.
- k. Fundraising: still need a chair for this committee. Erin R. is running the butter braids fundraiser. R&K sub fundraiser is already set up for delivery on October 31<sup>st</sup> with orders starting on October 10<sup>th</sup>. Another fundraising idea is Little Caesar's pizza which ships directly to buyers and we make \$6/pizza. It was suggested that an opt out of fundraisers be provided. The group decided to not provide this as an option, stating that there is no requirement to fundraise, so if a family is not interested in doing so, they do not have to. Another suggestion was to add an option (such as a box on fundraising order forms) for those who do not want to buy the item being sold but who want to donate money. PTO is looking

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to fund bigger projects so want to optimize our fundraising but noted that fundraising is not required so parents can pick and choose what and if any fundraising they want to participate in.

- I. Outreach (Megan): two school signs one at the school and one at the church that state now enrolling PreK – 8 with contact info about school. They are hoping to put the signs up no later than the spring to help recruit new students. Sara Hancock has been in contact with Mrs. Pronio and Mrs. C. about updating the school website as it is hard to navigate and not very user friendly. Megan also put out handouts for specific grades to help advertise school. It was suggested that a sign be purchased for and put up at St. Matthews.
  - m. SCRIP (Mary Fox, Emily Nordfors): scrip is under-utilized but we could be getting more for the school. The school gets gift cards (physical and digital) at a discounted rate and the difference goes half to the school and half goes towards tuition. The rebates vary by store and discounts vary at different times of the year. The holiday season is coming so keep an eye on the bonuses. In the App you can order physical gift cards. Orders received by Monday night, will go home with your kid on Friday. More information can be found at <http://stmmparishschool.org/Scrip>.
- V. Parent Questions and/or Concerns
- a. For anyone whose clearances are up in 2023 early, the person at the diocese who does the clearances will be on maternity leave in early 2023. So, if your clearance needs to be renewed it is advised to get the process started sooner than later to ensure no gap in clearance.
  - b. Athletic Association:
    - i. Basketball registration open until September 30<sup>th</sup> send in to school ATTN: Katie Booker c/o JoJo Booker.
    - ii. Spirit wear will be available for sale during the month of October.
  - c. New playground for kids would be nice. The playground is owned by the Township. It was suggested that we reach out to the boy scout troop to see if they are interested in an eagle project. Another suggestion was to look into seeing if part of the parking lot could be converted into a playground for STMMS only. Overall consensus was that parents are interested in figuring out a way to get a better playground for the school. PTO will follow up with Mrs. Pronio, township to see how to go about this.

VI. Closing Prayer

Next Meeting: Thursday, October 13<sup>th</sup> at 7:00 pm via Zoom

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**2022-2023 St. Margaret Mary School PTO Calendar of Events**

Date(s) and Time	Event
July 28-29	Uniform Exchange
Tuesday, August 9	Ice Cream Social for Kindergarten and New Families
Thursday, August 18	Preschool Social
Monday, August 22	First Day of school
Friday, September 2	Pool Party at Penn Colonial Pool
Tuesday, September 6	First PTO Meeting - in person and virtual
September 12-16	Book Fair
Tuesday September 13 @ 630	Back to School Night K-5
Thursday September 15 @ 6:30	Back to School Night 6-8
Sunday, September 18	Donuts after mass
Tuesday, September 20	Restaurant Night: Bellia's Pizza
Monday, October 10	R&K Subs Fundraiser begins
Thursday, October 13	October PTO meeting
Tuesday, October 18	Restaurant Night - Tuskers Indian Fusion
Friday, October 21	RK Sub Orders due
Saturday, October 29	Fall Festival
Monday, October 31	RK Sub Fundraiser Deliver
Friday, November 4	Golf Tournament
Tuesday, November 8	November PTO Meeting
Monday, November 21	Thanksgiving lunch (provided to all by PTO)
Thursday, December 1	PTO Meeting
Sunday, December 4	Breakfast with Santa
December 6-9	Santa Shop
December 14	R&K Sub Delivery
December 21	Brunch in Bethlehem
Tuesday, January 10	January PTO meeting
January 30	Catholic Schools week & bookfair
Thursday, February 9	February PTO Meeting
March 6-24	Butter Braid Fundraiser
Tuesday, March 14	March PTO Meeting
Tuesday, April 4	Butter Braid Delivery
Saturday, April 8	Egg Hunt & Breakfast with Easter Bunny
Thursday, April 13	April PTO meeting
Thursday, April 20	Grandparents day
Wednesday, May 3	Teacher Appreciation Day
Thursday, May 11	May PTO Meeting
Thursday, May 25	School Picnic

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Additional dates to be added include: Boosterthon, Father Daughter Dance, Donuts with Dad, Muffins with mom