**Meeting Notes St Joan of Arc PTO – 9/13/2016**

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| **Agenda Item** | **Notes from meeting discussion** | **Committee Member** |
| **Opening Prayer** |  | Sister Eileen |
| **Welcome/Attendance** |  | Andrea Bentz |
| **Treasurer’s Report** | Account balance is around $9k-Need to keep at $3k so need to transfer rest to savings account. Still waiting for some outstanding D4D payments from Chocolate Avenue Grille and Friendly’s. | Margarita Marengo |
| **Homeroom Parent Report** | Still looking for Pre K 4, 4A only has 1 parent so need another (Mrs. Spaeder), Need parent volunteers to head basket prep for Spaghetti Dinner. | Tara Carl |
| **Dinner for Dollars** | Schedule is set but still confirming some restaurants… | Devon Stuart |
| **Dinner for Daughters** | Sign up to take the Sisters a meal. Add to Facebook page. Already on Website. Especially needed in coming weeks due to Sr. JoAnn’s surgery. | Heather Tressler |
| **Assemblies** | Looking for free assemblies. Paying for Earth Dome assembly in April and Steven Courtney for younger kids and author for middle school | Maria Angelo |
| **Previous Events** | | |
| **Back To School Events** | Middle school back to school night this week. Elementary school went well. New format was well received. Next year, opening the doors to visit tables at 6:30 and speaking at 7pm. | Andrea Bentz |
| **Second Sunday Social** | Nichole to document procedures for future years. | Nichole Jones |
| **Upcoming Events** | | |
| **Spaghetti Dinner** | Saturday, November 19. Lots of volunteer opportunities available for prep and day-of.  Giant and Karns gift card requests have been sent out. Can request once per month. Waiting for Barilla pasta to go on sale (buy for $.88 per box). Margarita can pick up at Giant on Rt. 22. We usually raise 10K in Spaghetti Dinner-biggest fundraiser of the year. Still working on entertainment. Not getting guitar players this year. | Heather Tressler |
| **Breakfast with St. Nick** | Can we get Children’s Choir to sing? Knights of Columbus cook breakfast. December 10. Fr. Al needs a new costume and PTO will purchase. | Andrea Bentz/Marisol Willi |
| **Halloween Parade** |  | Lynn Brooks |
| **Halloween Sock Hop** | REP Participation-Extend Invitation. Will need extra food and charge admission. | Tara Carl/Nichole Jones |
| **Christmas Shoppe** | Need to form a committee with 5-6 people. December 8,9,10. Send bags home with kids this year, parents put names on bags and then send them back with the kids. | Nada, Maria Angelo, Andrea Bentz, Jenn Osborne |
| **Catholic Schools Week** | TBD |  |
| **Valentine’s Day Sock Hop** |  | Tara Carl |
| **International Fair** |  | Ariana Lauden |
| **Pastries with Parents** |  | Lynn Brooks |
| **Easter Egg Hunt** |  | Tara Carl |
| **Teacher Appreciation Week** | Need to break up and have more volunteers throughout the week. | Laura Otto |
| **Memorial Day Parade** |  | Lynn Brooks |
| **Comments/Ideas** | | |
| **Advertisement Checklist** | Create advertisement checklist of where/how to advertise any fundraiser | Devon Stuart |
| **Gala** | Put Pinterest board together for ideas for next year. |  |
| **PTO Cabinet** | Lori Mann is organizing. Please remember to keep inventory of what is used | Lori Mann |
| **Running Inventory Checklist** | | |
| **Santa Shoppe** |  |  |
| **Easter Egg Hunt** |  |  |