

# MINUTES

## St. Martha Catholic Parent Teacher Organization

November 2, 2017

The meeting was called to order by Mary Hays at 5:20pm

### Officer's Reports

#### a. President's Report

- i. The purpose of the PTO is stated in the bylaws, "...to support the education of children at St. Martha Catholic School by fostering relationships among the school, parents, staff, and community, as well as raising funds to meet the school budget.
- ii. Our goals this year are to create a sense of school community and raise money for the school.
- iii. Expectations for 2017-2018 school year: Be kind and welcoming to one another. Work on new opportunities for families to get involved. Sarah Wakefield suggested creating a database of volunteer opportunities. Email [president@stmarthacs.org](mailto:president@stmarthacs.org) with any fund-raising ideas.
- iv. All our committee chair positions have been filled! Thank you to everyone who volunteered.

If you would like to volunteer to help with a PTO committee, go to [www.stmarthacs.org](http://www.stmarthacs.org), and look for the PTO Committee Sign Up link. You can also login to [www.flocknote.com](http://www.flocknote.com), and select committees under "Volunteer Opportunities."

#### b. Treasurer's Report

We raised \$1,700 for tuition assistance at Family Fun Night on October 27!

### Committee Reports

#### a. Rebate Programs – Rachel Spreyerer

Please use [smile.amazon.com](http://smile.amazon.com) when shopping, search for "St Martha Catholic School" in Kingwood, TX and our school will get 0.5% of your purchase price.

You can also link your Randalls and Kroger reward cards to St. Martha Catholic School.

Start sending in your Box Tops and Community Coffee UPC labels. They can go to your child's homeroom teacher.

Volunteers are needed to count Box Tops and labels.

For more information on all the ways you can help make money for our school when you shop, please visit [www.stmarthacs.org](http://www.stmarthacs.org), click on the "Support Our School" tab, and look for Rebate Programs.

#### b. Homeroom/Workroom – Nicole Lux and Caroline Stevens/Nanette Lynn

HRPC – Every teacher should have at least one home room parent coordinator (HRPC). There has been concern over missed staff/faculty birthdays. Nicole and Caroline are working with the HRPCs to make sure those birthdays are celebrated.

- c. Hospitality – Karen Greene/Gina Wolfe

Volunteers are needed, please sign up on the school website or at [www.flocknote.com](http://www.flocknote.com)

- d. Community Life – Gina Wolfe

Family Fun Night was a success! Future events include: Mardi Gras Parade, Grandparents Day, and Daddy Daughter Dance.

- e. Development

- i. Crusade for Excellence – Katelyn Laughlin & Yessica Gonzalez

Our goal for this year is \$80,000. We would like to see 100% participation by staff and families.

- ii. Casino Night – Kelly Chesnut

April 21, 2018 at the school campus.

This is a community event; the input and involvement of our entire school family is necessary to make this a success. Our fund-raising goal for this event is \$55,000.

Committees: Silent Auction, Live Auction, Decorations, Food, Beverage

Please be thinking of auction ideas that have minimal overhead.

- f. Photography – Becca Overton

We need your photographs! Please email them to [yearbook@stmarthacs.org](mailto:yearbook@stmarthacs.org). You can also bring them to the school office on a USB drive. Our goal is to have a photographer at every school event.

PTO Committee Chairs will be photographed for the yearbook once all chair positions have been filled.

- g. Vocations and Religious programs – Caroline Stevens

Families may use the sign-up genius that went out via Flocknote to sign up for the chalice for vocations: <http://www.signupgenius.com/go/5080a49a9ac2faa8-chalice>

Priesthood Sunday, October 29, was a success! The upper grades made prayer commitments and the lower grades colored pictures for our priests. Volunteers made beautiful bouquets out of the papers which were presented to the priests by SMCS families at the Masses on Sunday.

National Vocations Awareness will be during Catholic Schools Week, January 28 – February 3, 2018; a Flocknote will go out with more information.

- h. Alumni – Anne Marie Watkins/Kelly Chesnut

Alumni will be returning to SMCS during Catholic Schools Week to speak to the middle school students.

- i. Spirit Shop/Athletic Booster Club – Susan Cintron/Joannah Landry

We are taking pre-orders for “Crusader Strong” spirit shirts! These shirts are for adults only. The cost is \$20, and all orders must be submitted by November 13. You may stop by the school office to place your order.

### Principal’s Report

Our CSO school leaders recently attended the leadership conference offered by NCEA (National Catholic Education Association); they received valuable information about marketing our schools, among other things. We will try to align our marketing focus through support of this research.

In our archdiocese, enrollment is down in Catholic schools about 10 to 15 families on average from last year. SMCS enrollment is not down. Many schools also have a low rate of students who are parishioners, whereas out of our current student enrollment, 90% are parishioners.

### **New Business**

- a. Upcoming events for the school include:  
Donuts with Dad (PreK) November 9 at 7:30am  
Gobble Gathering: PreK4 – November 16 at 8:15am, Kindergarten – November 17 at 1:00pm  
Christmas Parties (All grades) December 14 at 2:00pm

Is there interest in having the PTO do a Christmas fundraiser? Perhaps selling home décor items?

- b. Please make sure you are receiving Flocknotes. The link to sign up is on the school website. There is also a link with SMCS Flocknote information and tips.
- c. The PTO officers are creating a suggestion box for anonymous questions and concerns. You can also email any questions or concerns you would like addressed to: [vicepresident@stmarthacs.org](mailto:vicepresident@stmarthacs.org).

We want your input. Let us know: what you like, where can we go, what can we do better?

### **Announcements/Q&A**

- a. Uniforms – There will be a five-year grace period where everyone may continue to wear Parker brand uniforms as we make the transition to Lands' End. Mrs. Munscher still needs to speak with the advisory board and Rev. Msgr. Borski regarding the changes. Lands' End typically holds fitting events at the school since there is not a brick and mortar store for trying on items. It may be possible that non-monogrammed items may be returned to Sears stores, we will have more information on this in the coming weeks.
- b. Our school received a CASE grant in the amount of \$16,000. The focus of this grant is to start our Science Olympiad program. We will be audited regularly to ensure that we are spending the money as stated in our grant application.
- c. Park and Walk Dismissal – Mrs. Munscher is working on solutions to the confusion surrounding our dismissal process.
- d. Our students celebrate their first Communion at St. Martha's Catholic Church because we are a ministry of the church. We are one St. Martha's community. Our school recognizes our first communicants in the spring with a special Mass and reception in their honor. Fr. Richard asked if there was something more we could do within the school to honor these students.

### **Next Meeting**

December 7, 2017 at 5:15pm in the Borski Room

Meeting was adjourned at 6:45pm.