

Minutes

St. Ambrose School PTO Board Meeting – 11/27/18

St. Ambrose School Library

Attendance

Phil Coady
Kati Krueger
Mary Helou
Mallory Holleran
Angela Rowley

Vice President
Treasurer
Secretary/Assemblies
Faculty Representative
Principal

Absent

Marion Gravis
Sharon Driscoll
Michelle Robbins
Eileen Bliss
Heather Terreri
Cindy Hollcraft
Father Andrew Fisher

President
Gala Chair
Social Committee Co-Chair
Social Committee Co-Chair
Social Committee Co-Chair
Service Chair
Pastor, St. Ambrose Church

St. Ambrose School Mission Statement:

Fostering a faith-filled and academically strong environment, Saint Ambrose Catholic School works with families and the faith community to encourage the formation of the whole child through the examples and teachings of Jesus Christ.

Opening Prayer & Introductions

Angela led the group in prayer.

Social Committee – Michelle Robbins via email

December Activity – due to the hectic nature of the holiday season, the Social Committee has decided to forgo a Christmas Activity. Overall, we have had a number of activities as of late, including the mixed bag fundraiser, turkey trot, spirit wear, coat drive and toy drive.

January Activity – A social activity will be planned a few weeks after the holidays to welcome in the new year. We plan for a trivia night with some type of dinner (potluck, food truck, pizza, etc). This is currently scheduled for January 25th.

Look Ahead - Further into the year we have a book exchange and Easter egg hunt tentatively scheduled for February 24th and April 14th respectively.

Vice President's Report – Phil Coady

- Discussion about volunteerism and reaching room parents via new email listserv

- Recommendation to set up a google drive for the PTO to maintain files from year to year

Treasurer's Report – Kati Krueger

- Wine Tasting event was profitable. Final totals were presented to the group
- A revised budget was presented to the board for consideration and approval
- The first deadline for teacher receipts for class materials has passed. Specials teachers have all year to submit receipts for reimbursements
- Half of the filed trip budget has been spent for the year
- Discussion about recertification costs and how the PTO can best support the faculty while encouraging staff retainage.
- A discussion regarding holiday bonuses for teachers/faculty was presented and approved by the board members after the departure of Angela and Mallery.

Service Chair's Report – Cindy Hollcraft (update provided by Principal Rowley)

- Coat Drive will be active for the entire month of November. Coats will be sent to St. Joseph's in West Virginia and St. Theresa's in Ashburn.
- Toy Drive is scheduled for December
- The parish is planning its annual Holy Family Hospital collection and has asked if the school would like to participate. After some discussion, the group has decided to forgo participation in this activity this year due to the number of events currently taking place.

Secretary's Report – Mary Helou

- Requested motion to approve October's meeting minutes. Motion carried and approved.
- Happenstance assembly was successful, thanks to all for your support. The performers provided contact info for a local agency that books performing artists that we can refer to in the future when looking for future assemblies.
- In progress – booking Science Rocks Assembly for spring.
- Turkey Trot is on – we need volunteers, but the event is progressing. The parish office has reported an issue with credit card processing so there are some credit card donations that did not clear. Mary will work with the parish office and contact donors that were affected. We may need to send an email school-wide.
- Three Kings – we do not have a lead and are working with a core team of parents that have indicated they are available to help. Donations are coming in, and we are working on finalizing the schedule for the shop. Since there is no lead, all funds will be submitted to Trish Konzcal. Principal Rowley can ensure that volunteers have access to the parish center in the morning prior to parish hall staff arriving. Tear down – volunteers will be instructed to take remaining items back to the school building, as there is no storage space in the parish center.
- Confirmation Update (Hospitality) – 2nd grade room parents are preparing for this event and are in contact with Laura Mead. No issues to report.
- Many parents have expressed their desire to volunteer but are not virtue trained. Perhaps we can plan to have a virtue session at St. Ambrose, especially at the beginning of each school year to get new families certified. Angela explained that Laura Mead can facilitate this with the diocese.

- A potential service project was presented that would have students make Christmas cards that would be delivered to local hospitals. Phil explained that his daughter, a St. Ambrose alum, was coordinating a similar effort for her high school and may be able to help.

Principal's Report – Angela Rowley

- Where in the world is Fr. Hinkle? Students are tracking his location via a map in the school gym. This has become an exercise in religion, service and vocation for the students and has been an enriching experience for the school.
- Santa's Ride is scheduled for 12/12/18 at 8:30am. The media has been invited to cover this event at the school.
- The attic needs to be cleaned out – any PTO items need to be removed as utility work will take place in December.
- Winter concert is scheduled for 12/12/18 in the evening

Meeting Adjourned