

# St. Elizabeth Ann Seton Catholic School

# Parent Teach Organization

# Meeting minutes

**Location**: Seton Hall  
**Date**: September 26th, 2019  
**Time**: **6:00pm**

**PTO Board Members:** President – Sophia Costa Casillas; Vice-President – Karen Flecha Da Costa; Secretary/Historian – Angela Mercado; Treasurer – Kamilah Marion; Special Event Coordinator – Pam Charbonneau; Volunteer Coordinator – open position

1. Call to order/Opening Prayer

Sophia Costa Casillas (President) called to order the PTO meeting at 6:15pm on September 26th, 2019 at Seton Hall.

1. Roll call
2. Angela Mercado (Secretary) conducted a roll call. The following persons were present: Mr. Wheeler, PTO Board Members, teachers, staff, parents
3. PTO Board Members introduction
4. Approval of minutes from last meeting

Angela Mercado (Secretary) states that this is the first meeting of the 2019-2020 school year. There are no previous meeting minutes to approve at this time.

1. Open issues
   1. Back-to-School Ice-Cream Social – Special thanks to James Owens and Dairy Queen in Ormond Beach
   2. World’s Finest Chocolate Sales
      1. Potential for $6000 for our school!!!
      2. Volunteer hours (2hrs/box sold)
      3. Deadline – October 21st
   3. Spirit “Knight”
      1. September 30th @ Houligan’s – Bring your flyer!
   4. Volunteer Opportunities
      1. Volunteer Coordinator position is open
      2. 25 hours per family (12.5 hours for single parent household)
      3. “Cleared” vs “Not Cleared”
         1. Contact Katie Allio in the rectory office
      4. “Volunteer hours” forms must be submitted to Ms. Lorraine in the front office
      5. Donations (i.e. supplies, food) 🡪 $20 = 1hr
2. New business
   1. Book Fair – November 4th-8th
   2. Fun Run – November 22nd
   3. Gala – February 1st
3. Simple contributions
   1. Box Tops – don’t forget about those Box Tops 😊
   2. SuperWash – Code 5000
   3. Shoparoo, Amazon Smile
4. Questions/Comments/Concerns
   1. Where is the money going?
      1. 2018/2019 – New file server
      2. Field Trip transportation
      3. Teachers’ needs/supplies
      4. Currently identifying what our need/goal/focus is for this year
         1. Benches/picnic tables, Bleacher shading/canopy??
   2. Communication
      1. Mr. Wheeler’s Weekly Newsletter
      2. Facebook Page
         1. Don’t miss our posts – adjust notification settings to “See First” in your news feed
5. Adjournment

Sophia Costa Casillas (President) adjourned the meeting at \_\_\_\_\_