

St. Mary PTO Meeting Minutes

Date: August 8, 2012

Location: St. Mary's Computer Lab

Time: 6:30 pm

Meeting Called to Order By: Jennifer Santana at 6:35

I. Prayer by: Mrs. Laferriere

II. Attendance:

Kate Laferriere

Jennifer Santana

Celeste Grimes

Allison Markey

Marina Montoya

Paula Mazariego

Lessie Casey

Gabby Diaz

Seleste Mejia

Margaret Ramirez

Not in Attendance:

Jenny Gorman

III. Minutes:

Minutes from previous meeting passed

IV. Treasurer's Report: Marina Montoya

Names on the account will be switched over

If the PTO needs to purchase anything the amount needs to be requested in the minutes first and then submitted for reimbursement in the minutes as well

Bank statements come in on the 8th of every month

Outstanding proposal for microscopes

Motion made, by Mrs. Laferriere to submit check requests to Zany Bautista for up to \$800

Motion carries

Mrs. Bautista will give invoice to Mrs. Laferriere for PTO reimbursement

End of year report, fiscal year ends June 30

Receipts from the teachers need to be collected for the supplies bought for the new school year

Motion made by Mrs. Laferriere to get account information for Treasurer Marina Montoya
Celeste seconds, Motion carries

Motion made, by Jennifer Santana to keep the checkbook in Mrs. Laferriere's office.
Gaby seconds, Motion carries

Checks need to go to Marina to deposit

Motion made, by Celeste Grimes that all checks need to be presented to Marina for deposit
Motion carries

V. Correspondence

No correspondence

VI. Committee Reports:

Motion made by, Lessie Casey to switch PTO meeting from November 7 to the 14th due to
conflict with Shakey's fundraiser. Also would like to move the Shakey's fundraiser from
November 14th to the 7th.

Motion carries

Panda Express can be scheduled on-line 2 weeks before requested fundraising date but not
before 6 weeks

On August 24 Lessie will book Panda Express by Target for 9/28

The next Panda fundraiser will be booked for the one with the drive-thru

Flyer will be created by Panda to be handed out to the school

Shakey's gave award certificates to the PTO for the students, Lessie will be asking for as
many as they are willing to give

Also will be requesting similar certificates from other restaurants (ex. McDonald's, Subway,
& In N'Out)

Box Tops: Contest flyer will be put into the Halo News

Submit them every 4th month to Box Top corporation

Top person from each class gets free dress

VII. Old Business:

Claudia Mendez has stepped down

Seleste Mejia will now be in charge of service hours

Service hours will be called by alphabetical order based on who's short on hours

A list on a quarterly basis will be submitted to Mrs. Laferriere & Jennifer Santana on those
families short on hours

Send Gaby a list of the families that have completed their hours to be posted in the Halo
News

Room parents have to do 35 hours plus 5 cafeteria hours

School mass by the PTO & room parents will be on August 31 @8:30

Volunteers for the mass are as follows: Margaret Martinez, Allison Markey, Marina Montoya,
Seleste Mejia if needed Celeste Grimes and Jennifer Santana will be on hand

Gaby will post a thank you in the Halo News for those who helped with the campus beautification

A special thank you to Mr. Backos for cement & shed

Aaron Aranzazu for the black top resurfacing

Mr. Fernandez for installing the broadband

PTO shirts

Motion made by, Mrs. Laferriere for a check request to purchase the PTO shirts at \$18/person for a total of 6 shirts.

Celeste Grimes seconds, motion carries

VIII. New Business:

No more than 3 PTO meetings are to be missed otherwise the 5 cafeteria hours will be forfeited

General meetings apply to PTO board as well

If both parents of a student attend one of those parents may attend for another family but must sign in for that family and give the information to that family as well

Seleste Mejia will include a PTO column for service hours

PTO website Ms. French would like any information that needs to be posted in by the first week of the month

Mrs. Laferriere's Report:

Due to the extreme heat after August 15th the student body has the option to wear their P.E. uniform until September, except on Fridays

Enrollment is now at 282

Reception for parents in the cafeteria following morning assembly on first day of school,

Hospitality and Parliamentarian will be on hand

Broadband and access points have been installed

Document cameras & projectors ready to go

iPads not ordered, training to take place on August 15

Planners should be in on Friday

New math books in, 7th & 8th will have access to website going into detail if the student has trouble understanding homework

Language arts department trying to get new books

Ms. Painter feels welcomed

Yearbook may not happen

Motion made by, Celeste Grimes that PTO does not mind a yearbook committee but does not want it to be affiliated with the PTO

Motion carries

IX. Communications / Announcements:

Hospitality chairperson, Margaret Martinez, regarding back to school night a flyer will be sent out to families wishing to pre-order dinner from El Pollo Loco for \$6/person

Banner and flyer will be created

Mrs. Laferriere will check with Mrs. Bautista regarding when Scripp orders are placed
The 2nd & 4th Monday Scripp will be ordered
Ordering needs to be consistent
Order by August 26th arrives by Friday

Thank you to Celeste Grimes for providing dinner for tonight's meeting

X. Closing Prayer By: Mrs. Laferriere

Meeting adjourned @8:35

Next meeting will be on September 5 @ 6:30

Location TBD

Minutes Compiled By: Allison Markey, PTO Secretary