



PTO MEETING MINUTES  
School PTO Monthly Meeting - Online  
Tuesday, October, 2020 at 8:30 AM

Attendees (virtual): Kellye O'Brien, Nina Villalba, Bryan Belton, Kerrie Grover, Renata Konrad, Adeyinka Ajala, Angela DeProspo, Christine Farley, Renee Rubio, Giovanna Swope, Lori Kane, Maeghan Sulham, Katie Smith, Meg Donoghue, Tom Cronin, Liz Drews, Sarah Roxe, Mary Marie Barrett

Contact: [pto@saintjohnschool.net](mailto:pto@saintjohnschool.net)

*Meeting was recorded*

**EXECUTIVE REPORT** – Nina Villalba

- Nina thanked all volunteers for helping open the school year and kick off PTO activities.
- Classroom meetups are coming along.

**TREASURER'S REPORT** – Bryan Belton

- September Activity still being reconciled. Preliminary \$1,300 in revenue and a \$2,000 expense for lanyard. Fairly successful Uniform Sale and Spirt Wear Sale
- An overview of PTO Financial Activity was provided. The financial objective of the PTO, as with all parochial schools is to cover costs. Tuition alone does not cover all operating costs. The PTO has an objective to help defray some of the costs of SJS.
- An overview of the 2020/21 financial activity was provided.
  - Revenue. The SJS is looking to raise \$52,000 to support activities. The 3 major revenue sources are: Trees and Trimmings, Class Dues and Hot Lunch. Historically, Trees and Trimmings has netted \$30,000. This year, the PTO is estimating \$10,000 in net income, given the uncertainty of what December will look like (diminished operation because of inability of do things inside) and uncertainty of securing a tree order. Class dues are higher reflecting increased enrollments. Hot lunch is projected to generate \$15,000 for the entire school.

Sprit Wear is expected to bring in \$1,000.

Sixth Grade Fundraiser – will engage in activity to fund sixth grade graduation

Recycled Uniforms – about halfway there

- Expenses. Below is a list of anticipated expenses for the 2020/21 school year
  - \$11,000 gifts for teachers
  - \$10,000 budgeted number to transfer to school operating account
  - Continuing to support student enrichment – these are activities organized by faculty
  - Supporting a Christmas Lunch for teacher
  - Decorating the school (flowers, planters etc..)
  - Hospitality activities – all sorts of engagements for the SJS community
  - Class dues are higher for sixth and second grade for special activities: commencement dinner and activities, First Holy Communion and Commencement Activities respectively
  - Some unallocated funds to allow for flexibility to allow for some

## COMMITTEE REPORTS

TRUNK OR TREAT – Marie Carroll, Holly Hamel, Jenn McGonagle (report from Marie read by Kellye)

- All the trunk decorating slots have been filled, no more volunteers needed
- Event will be different this year due to COVID: during school hours, no outside guests (including siblings), no pizza/ dance party. But the event will be held!
- Students can wear their costumes all day.
- Early childhood (PreK and PreSchool) - early dismissal students will be allowed to return to school to participate at 1:00.
- Nina thanked the planning committee for being able to work with the Town of Wellesley and figure out a way to hold this event while keeping to the COVID-19 restrictions.

TREES AND TRIMMINGS – Renee Rubio, AnneMarie Schwartz

- Trees and Trimmings is Saint John School's main annual fundraiser, and an incredibly festive, fun tradition.
- This year, it will all be outdoors likely consisting of a curbside picked up or “Christmas in the back of your car!”
- Available for purchase this year: Christmas trees, greenery, wreaths and wreath kits.
- Reminder for families to fill out survey ([link](#)) by September 10th, as the orders need to go in by September 14<sup>th</sup> this year.
- For event to be successful, many volunteers are needed (and it is a great way to meet the SJS community!)

HOSPITALITY COMMITTEE – Andrea Belton, Katie Smith, ML Ganley

- The committee is very grateful to the room parents who have made an effort to connect parents in their respective classes.

- The hospitality committee is preparing ways to engage the community during the upcoming holidays.
- The committee will coordinate a Thanksgiving or Christmas lunch for the teachers, and a light lunch on the day of Trunk or Treat.

#### ATHELTICS – Tom Cronin

- It has been a great fall in sports (given all the restrictions in place)
- Cross Country – no meets this fall, will likely have some in the Spring
- Golf – has been extremely successful. Last year the team had 12 players, this year 24 players and a waitlist of 8 students. Participation has been excellent (e.g. Monday of the Columbus Day weekend, 22 out of 24 students showed up for a match). Season ends the week of October 24<sup>th</sup>, and will try to have an outdoor celebration. Students have been getting to know one another.
- Basketball – Unfortunately the beloved basketball season will not take place this year as this is a high-risk sport for contracting COVID.
- Tom reminded everyone that most schools don't have any sports this year.

#### FAITH ENRICHMENT – Angela DeProspo

- Family Masses cannot be held in Fall 2020, Faith Enrichment has pivoted to helping with service projects.
- Service projects will be more “in house” this year, Ms. Lynch has ideas for monthly projects, and PTO will help with marketing
- Angela is working with Father Jim to identify appropriate faith enrichment activities.

#### NEW BUSINESS

##### 1) Mask Fundraiser (Nina)

- All masks from the Grade 6 Mask Sale should have been distributed

##### 2) School Website

- The PTO now has a page on the SJS website. The website has a link for volunteer sign ups, monthly meeting minutes and agendas, and descriptions of PTO activities.

##### 3) PTO Contact

- Reminder that the PTO has a new email, being check regularly. Please contact [pto@saintjohnschool.net](mailto:pto@saintjohnschool.net)

Meeting adjourned: 9:45 AM

Minutes taken by: Renata Konrad