

PTO Meeting Summary

June 3, 2024



All SFX parents are invited and encouraged to attend PTO meetings. They are generally held the first Monday of each month immediately after dropoff in the school library. Follow our Facebook page ([St. Francis Xavier School's PTO](#)) for updates or ask in the office.

1. Budget Update

Currently \$1,398.65 (minus ~\$400 in teacher requests)

New teacher request: \$175.66, Mrs. Rash, chick incubator

2. Mother/Son Bowling Event

Generated ~\$500

Next year, create a QR code for cashless electronic payment for bake sale & raffle

Consensus is event went well

3. End of year activities

Waffle House truck on last day - will send preorder flyer to classes

- Arrives at 7:30, classes will rotate out, signup schedule needs to be created, first slot at 8:30

Teacher lunch – from Roast & Toast

4. Fun Run

Sep/Oct; hawaiian theme

Planning will take place over the summer

Previously worked well on a half day

5. Budget Ledger

Laura to convert/copy PDF details for better tracking

6. Room Parents

New for 2024-25 school year

Room parents will help coordinate parties, supply needs, teacher gifts

Sign up on a clipboard in the classroom during Open House OR via a Signup Genius

7. New Items

1) Jenna: Engraved brick veneers sponsorship opportunity; use funds to beautify grotto; Adam to talk to church finance council

2) Auction pieces of gym floor after removal? Depends on ability to cleanly pull up floor

3) Clean out PTO closet and sell/donate contents so it can be used for event/gala storage; Adam to check on availability for when the area can be accessed for cleanout; email needs to be sent to teachers to remove their items before cleanup

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8. Gala Wrapup

- Post-event survey
 - 1) To parents asking if they went and why/why not (sent via email June 4)
 - 2) To all attendees asking 1-2 questions re: what could have been done better
- 2025 date considerations – conflicts with commencement and soccer tournament; move to April/May (Friday May 30 or Saturday May 31), Julie checking on Wade's availability; set event time a little later (6pm)
- Venue was amazing, photo booth was a hit, games were well received (consider pricing them evenly)
- DJ (Thomas Heath, A+ Ent) was great; next year, add song request option to invitation
- Next year theme: nautical?
- Put art projects in silent auction next year?
- Silent auction total ~\$10,000
- Online auction total ~\$28,200; include autobid option next year (has to be enabled in Paybee)
- Next year, test online auction on various devices to ensure best user experience (make sure everyone can see all auction items)
- Early bird pricing
- Add ~5 extra dinners to accommodate last minute attendees
- Don't put older attendees next to speaker
- Digital auction options – instant recording of Feed the Need, QR code for games
- Gypsy was more cost effective than Bay Harbor; can we get a discount from VanKalker?

Upcoming Important Dates

Open House: August 25, 2024

First day of school: Sept. 3, 2024 (half day)

Last day of school 2025 - Friday, June 6 (*tentative*)