

# **St. Francis Xavier School P.T.O.**

## **Meeting Minutes**

Recorded by: Nicole Arruda

**Meeting Date: June 1, 2009**

The meeting was held at St. Francis School library

**Meeting called to order by: Vice President April Amaral**

**Start Time: 7:11pm**

**Prayer:** said by everyone

**Attendees:** April Amaral, David LaPlante, Nicole Arruda, JoAnn Richard, Joe Pereira, Mary Cardoza, Linda Duff, Krystal Kofton, Elizabeth Rayner, Marina Araujo, Mr. Pelletier, Ann Marie St. Germaine, Elizabeth Derosiers

**Secretary's report given by:** April

Last meeting minutes taken by Nicole Arruda and submitted to Marlene to be placed on the web site for all to read. Also a copy was available to anyone that wanted to look the minutes over.

**Motion made for approval by: JoAnn**  
**Dually seconded by Krystal and voted on**  
**Ayes: Unanimous**

**Treasurer's Report given by:** Joe Pereira

Joe reported that there was a total of \$395.85 spent for Teacher Appreciation week. The feedback that was given was very positive, all the staff was greatly appreciative. Also reported is the Talent Show we brought in \$2,382.32 and that is minus the total expense of \$189.13. Pre-sale tickets were \$1,370.00, Saturday show with both raffles, ticket sales, and concession was \$609.00 and Sunday show with both raffles, ticket sales, and concession \$472.45 also sold 11 DVD's this is the break down. 2007 Talent Show brought in \$2,688.50. Discussion brought up that the younger children should possible be involved in both shows and more of them to be involved. Also spent was \$58.14 for flowers for Andrew Rayner and 5 checks for \$100.00 each totaling \$500.00 for the Scholarships, with an available balance of \$3,068.06. The full report can be views on line.

**Motion made for approval by: Mary**  
**Dually seconded by Joanne and voted on**  
**Ayes: Unanimous**

**New Business Mr. Pelletier** – Mr. Pelletier reported

Mr. Pelletier had just one major request, for the PTO to fund 25 new desks for the 6<sup>th</sup> grade Science Room. This will replace the long tables that are in their now and give the children more of their own room and privacy when taking test. 2 tables will stay in the back of the room for exhibition projects, etc. and the other tables will be distributed to through the other classes. Karen had done a lot of research and the company that she found to be the least expensive was Hertz. The price is \$83.00 for each desk totaling \$1,992 no charge for shipping and taxes.

**Motion made for approval by: Mary Cardoza**

**Dually seconded by Elizabeth Rayner**

**Discussion on** seems to be the best time to ask because it is close to the school year ending. Last year we funded lockers for the middle school and asking to fund for desk for the middle school, feeling that we are forgetting the elementary, however everyone in the school will be using the new desks as the grades graduate. Mr. Pelletier also reported that the classes are larger than this year. So far for the new school year 230 students will be attending for 2009/2010 school year. Great news!!

**and voted on**

**Ayes: Unanimous**

**Teacher Appreciation-** April/Nicole reporting

As stated above the total expense was \$395. 85. The teachers had left us a beautiful Thank You card everyone wrote a little something inside, and some cookies and apple crisp for us to enjoy at the meeting. Thank you very much from the PTO. Great comments on the week special thanks going to Kris Silva for the pastries, Sharon Correa on putting together a beautiful chocolate basket, David Arruda for helping out in decorating, the church also donating decorations that we use and Marina Araujo, April Amaral and Nicole Arruda for all the hard work that they put out all week. We would also like to Thank all the volunteers that helped out on the Wednesday so that the teachers could enjoy their luncheon from Riccardi's; we greatly appreciate you helping out.

**Talent Show-** open discussion with the PTO

The Talent Show we brought in \$2,382.32 and that is minus the total expense of \$189.13. Pre-sale tickets were \$1,370.00, Saturday show with both raffles, ticket sales, and concession was \$609.00 and Sunday show with both raffles, ticket sales, and concession \$472.45 also sold 11 DVD's this is the break down. 2007 Talent Show brought in \$2,688.50. Discussion from everyone stated that the younger children should more involved, we believe that brought in a lot more people last year and also to put them just before intermission so everyone can enjoy. Everyone liked the AD book, hoping that next year we can bring in more now that everyone has seen it, also possible adding a price for line ads ex: "Great Job Liz, Love Mom & Dad". Possible sending out the Ad flyer earlier so that we can have time to proof and print. Marlene did a wonderful job on putting the

Ad Booklet together within the short time. Thank You! Special thanks for everyone who helped out, and Kris Silva with all the food.

**Scholarship Report** – April & Joe reporting

We are doing 5 separate awards in the amount of \$100.00 each.

- Ø 2 scholarship awards – 1 to Valedictorian and 1 to Salutatorian.
- Ø 1 scholarship award – for Most Improved Scholarship
- Ø 1 scholarship award – for Sr. Simone Scholarship (new)
- Ø 1 scholarship award – for Service Scholarship

PTO Scholarship Guidelines are attached showing each criteria detailed.

Mentioned last meeting was getting Sr. Simone a plaque for the award, and it was brought to our attention that we don't have other plaques for the other scholarships in people's name. So we decided that we will hold off on the plaque and Mr. Pelletier will get one for her once she retires.

Again the Principle and the 8<sup>th</sup> grade advisor will choose the scholars.

Joanne suggested for next year having a Sport Scholarship, we as a sub-committee took note for next year.

8<sup>th</sup> Grade Graduation is Monday, June 8, 2009 at St. Francis Xavier Church; anyone is welcome to attend but is not mandatory. David LaPlante will be there to present for the PTO.

**Wine Tasting Event** – Mr. Pelletier reporting

The event will be Friday, October 16, 2009 7pm to 10pm. Will be at Café Funchal located on Church St. New Bedford.

Mr. Pelletier has a meeting with Richard Cardoza on Tuesday, June 2<sup>nd</sup> at Cork to go over the event.

Our next sub-committee meeting is Monday, June 15<sup>th</sup> @ 6:30pm in the school library anyone is welcome to attend.

**Next Year Agenda Subjects:**

- A: Reported by Mr. Pelletier: **Kyle Poon Fundraising:** Kyle's mother had passed away and her wish is that Kyle to stay at St. Francis School to finishes his education and graduate. Mr. Pelletier will be holding a Spaghetti Dinner in memory of Lisa Poon (TBA). All monies donated and the dinner, all proceeds are going to the Dominican Fund not directly to Kyle Poon's tuition. His tuition will be offset with the funds in that Dominican Fund, he has also sent out a letter requesting donation in memory of her, (a lot of people have come to Mr. Pelletier and asked what they can do to help). So this is what he has decided. So from the fundraiser and donations from others will help out. Final word he will stay at SFX and graduate from here.

- B: Reported by April Amaral: **Harvest Fest:** Thinking on bring it back, to welcome the new families and as well as our current families. Both years that it had been done 2006/07 it brought in \$869.55 and 2007/08 it brought in \$1,653.68 for 2009/08 it wasn't held. So we would like to bring it back. We are putting together a sub-committee that will meet through the summer and brain storm. With all the hands and signup sheet that went around it is a GO. The first sub-committee meeting will be July 15<sup>th</sup> @ 6:30 location TBA anyone is welcome to attend. April Amaral will Chair and Nicole Arruda will co-Chair the event. We all agreed on a date for the event to be held Saturday, September 12, 2009. We are looking for any ideas anyone might have the more the merry.
- C: Reported by David LaPlante and Open for Discussion as a group: **Policy for Teacher requests:** Requests numerous times that members would like to see the teacher who would be requesting items that they need and would like the PTO to fund it to come to the meeting and present the items and what they will be used for and price. As a group discussion everyone agreed that the Teacher/Staff should show up to the PTO meeting with a request from what they are asking for so that we know and they may answer any questions anyone might have. It has been noted that there will be a Request Form made up and distributed to Mr. Pelletier and Karen Pimentel and as a teacher/staff member does need one they will get from the office then hand it in to Mr. Pelletier and he will forward to Dave to put on the next agenda and Mr. Pelletier will let the teacher know when that will be for their attendance. Nicole Arruda will come up with a Request Form and submitted to Mr. Pelletier.

**Motion made for Request Form and Presents at the meeting by: Elizabeth Rayner  
Dually seconded by Krystal and voted on  
Ayes: Unanimous**

- D: Reported by Krystal Kofton: **Spelling Bee:** she decided to table to next meeting

**Request for Next Meeting Agenda:**

Please forward any request to David LaPlante, President

**Meeting Adjourned: 9:02PM**

**Next Scheduled meeting: -**

- Date: August 5, 2009
- Time: 6:30 PM
- Location: TBD an email will be sent out prior

**Everyone have a wonderful and safe summer and see everyone at our re-group opening meeting in August. Any and all updates will be sent via email through the summer.**