

**Parent Association Board Meeting Minutes**  
**Thursday, September 24, 2020 5:00 pm**  
**JPII Library/Virtual (Zoom)**

**Attendees: Tony Pellegrino, Dr. Russell, Sharon Wieter, Pam Bourque, Liz Butler, Jennifer Geist, Melanie Sturgis**  
**Zoom attendees: Lisa McCord, Jennifer Marx, Stephanie Good**

1. Call to Order: Tony Pellegrino 5:13 pm
2. Welcome and Opening Prayer – Dr. Jeremiah Russell
3. Reading of Past Minutes – Liz Butler - Past minutes approved
4. Treasurer's Report - Jennifer Geist
  - Current balance \$9067.82
  - 156 memberships received. Last year's total was 178
  - \$275 for Tinsel Trail Tree
  - Handed out proposed budget, not finalized. Main change regards Gala fundraising. Last year's budget included a Gala event in the income and expenses.
  - Handed out Expense Reimbursement procedure and JPII PA Expense Reimbursement Form. Need to question Pitman regarding check writing approvals/signature authority.
5. JPII Representative Report – Sharon Wieter, Dr. Russell
  - Remind parents to do the Back-to-school readiness survey
  - Student survey summary highlights -
    - Positive being back in school 87%
    - Subjects help needed most
      - 42% Math
      - 32% Science
    - 4 words describing feeling about current situation
      - 55 Happy
      - 45 Challenged
      - 39 Bored
      - 69 tired
  - Pitch
    - Gift catalog for teachers/faculty. Each person had a limit total of 6 items to add to their wishlist, deadline October 2.
      - 1 item \$100 limit
      - 1 item \$50 limit
      - 4 items \$25 limit
    - Hope to send gift catalog/wishlist to parents. Asking for PA push to show teacher appreciation.
  - Freshman Retreat at the Huntsville Botanical Garden went well today.
  - Newsletter goes out tomorrow.
  - Annual Report to be sent out electronically in October, hopefully by Fall Break.
  - M. Sturgis expressed that her child really favored the 25% roll in process for the first day of school - got more one-on-one interaction with the teachers.

## 6. Committee Reports

- Hospitality - Melanie Sturgis
  - Been supporting 8th grade visit days - mainly cookies and bottle water
  - Today's visit from Holy Spirit ~25 students
  - 1 more visit day scheduled - Oct 16 for other private schools, homeschooled, and other families
- Gala/Fundraising – still working on getting chair

## 7. Class Liaison Reports

- 9 th Grade – Stephanie Good: 9th grade retreat went very well today
- 10 th Grade – Janet Pellegrino: Not available
- 11 th Grade – Denise Schovel: Not available
- 12 th Grade – Lisa McCord: No report
- Virtual Liaison – Jennifer Marx:
  - No feedback from other parents
  - Her introverted child is doing well in virtual environment
  - Regarding back-to-school slow rollout - would have liked face-to-face opportunity for student to meet teachers.

## 8. PA Calendar

- Upcoming Events (X indicates hospitality needed)

### September

21	Visit Day – St. Johns	X
24	Visit Day – Holy Spirit	X
22	PA Out of Uniform Day	
	Visit Day – Holy Family & St. Anne	X
24	PA Board Meeting	

**Note: PA Board Meetings will usually be 5:30 pm on Thursdays**

## 9. Topics to Discuss

- JPII Parent Association (PA) By-laws
  - Review. Updates annually. Board recommends:
    - ByLaws submitted annually to headmaster for approval before going to the board.
    - Officers training by headmaster annually.
    - Change all leader references to “headmaster”
    - PA support expanding
    - Benefactors Society
  - Update for 2020-2021
- PA Calendar
  - Remainder of the School Year - to be updated
- PA presence on JPII Website - needs changes and updates
  - What Information/Forms need to be available (I.e., PA Membership, Virtual parents information, etc.)
- Fundraising

- PowerPoint Presentation Discussion
  - Decided having Gala not feasible this school year. Instead will support the JPPI Giving Day.
- GiveSmart retainer: GiveSmart is the online auction platform used for Gala. \$4K is normally given to them to retain the use. Check with G. Pitman for status regarding contract, payment.
- Giving Day: Helping Hands, Giving Hearts
  - Needed due to the SGO significant shortfall. The fundraiser this past spring helped but not enough to cover scholarship money.
  - Scheduled Tuesday, December 1, 2020
  - PA Donation Match is requested. Goal is 50 full scholarships ~\$500K  
How much money is there for this?
  - PA Audience for Donation assistance. Requested to push for every parent to donate. This is a fundraiser for the school.
  - Will set up an Alumni team to also request for donations.
- New Topics/Questions
  - Regarding Giving Day: Is this money for the current school year? **Yes. JPPI is currently running a deficit of 50 SGO students.**
  - Regarding fundraising: Concentrate fundraising efforts for Giving Day initiative.