

# SPX PTG MEETING MINUTES

JANUARY 6, 2021

<p><b>Attendees</b></p>	<p><b>Principal Present:</b> Mrs. Amann</p> <p><b>Pastor Present:</b> N/A</p> <p><b>Board Members Present:</b> Lupita Catano, Diana Benitez, Jim Horst, Ana Lopez</p> <p><b>Committee Chairs, PTG Members, and guests present:</b> Dave Siddons, Cate Halliday-Roberts</p> <p><b>Parents in Attendance:</b> N/A</p> <p><b>Faculty:</b> N/A</p>
<p><b>Call to Order &amp; Opening Prayer</b></p>	<ul style="list-style-type: none"> <li>• Meeting was called to order at 1834 hours by PTG President</li> <li>• Opening prayer: Mrs. Amann</li> </ul>
<p><b>Review Agenda &amp; Approve Minutes</b></p>	<ul style="list-style-type: none"> <li>• Review/Changes to Agenda: No changes</li> <li>• Correction to December minutes under Treasury Report. Total net worth of wreath sales was \$7,617.80 not \$6,738.80 per December minutes</li> <li>• Motion to approve December minutes: All present voted in favor on approving minutes</li> </ul>
<p><b>Pastor's Report</b> Father Jay</p>	<ul style="list-style-type: none"> <li>• Father Jay is out of town</li> </ul>
<p><b>Principal's Report</b> Mrs. Amann</p>	<ul style="list-style-type: none"> <li>• Met with Advisory Board to discuss the "I Support SPX" button. There are three categories where donated funds are allocated, general, capital improvements, and scholars. Suggested to add an explanation paragraph/synopsis of each category, to ensure transparency of each category. Additionally, suggestion to have a PTG category for funds to be used for future events</li> <li>• Open House is scheduled virtually for the last Sunday of January. Brainstorming ideas to create virtual video to include interviews with staff/teachers/students, photos. Post on social media, be cognizant of those parents/students who do not want photos posted</li> <li>• School has received 50-yard signs to advertise SPX in front lawns. Stickers for vehicles will also be available</li> <li>• Catholic School's Week committee- Lujan, Ahearn, Gregory, Amann, and Student Council members. Committee will create a fun filled schedule for the week to appreciate pastor, staff, teachers, parents, and students</li> <li>• February 1, 2021 new tuition rates, two tiers approved by Advisory Board. Two different rates available, Catholic, and non-Catholic. Currently, SPX has a total of 301 students. The number may decrease when public schools open. Not too many classes have been impacted by the increase in students</li> <li>• Brainstorming different ideas on how to build a better community to bring parents together, ideas/suggestions are welcome</li> </ul>
<p><b>President's Report</b> Lupita Catano</p>	<ul style="list-style-type: none"> <li>• Suggested the "I Support SPX" button to have a drop-down list for parental awareness as to where the money is being donated/allocated. Possibility to add a recurring payment or text box for additional comments</li> </ul>

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	<ul style="list-style-type: none"> <li>• Tile painting fundraiser, 300 hundred tiles donated for alumni/parents/students to purchase. Price for tile is still being considered. Considered location to install/place tiles on brick wall of Patriot Park and/or Preschool facing parking lot. Waiting on approval from Father Jay and Mrs. Amann</li> <li>• Discussed the approval and refund process for receipts. Suggesting to Advisory Board to amend by-laws. In the past only a photo was taken of the receipt and was sent to Mrs. Lopez for payment approval. The previous purchase of the inflatables took over two weeks to be reimbursed by Mrs. Lopez. The current process is to fill out reimbursement/refund form, make a copy of the receipt to be sent to PTG (President, Vice President, Treasurer, and Secretary) and Father Jay/Mrs. Amann for approval. Any amount under \$500.00, PTG President can approve</li> <li>• Receipts show that there is a photo booth, camera, and printer that were purchased with PTG funds, items are not able to be located</li> <li>• Social media Facebook and Instagram will be continuously updated by FIA coordinator. Coordinator will be given rights to update; Father Jay must approve all events/photos before posting. There is a list of students who parents prohibit photos to be posted on social media that will be shared with FIA coordinator</li> </ul>
<p><b>Vice President's Report</b> Diana Benitez</p>	<ul style="list-style-type: none"> <li>• Toy drive was a success, over 250 toys collected. Majority of the toys were sent to Castle Park Elementary School and were distributed to students. Fourteen of the toys were donated to foster families in the Inter Faith Shelter Network</li> <li>• Expenses for Christmas photograph printing totaled \$20.00, frame donation \$150.00, the rest of the expenses were paid by PTG funds</li> <li>• Ice cream truck point of contact "Danny" stated that SPX students were polite and kind</li> </ul>
<p><b>Treasurer's Report</b> Jim Horst</p>	<ul style="list-style-type: none"> <li>• PTG Fee, net profit \$9,870.00</li> <li>• Wreath sales, net profit \$7,617</li> <li>• El Pollo Grill fundraiser November/December, net profit \$1,088.58</li> <li>• "I Support SPX" button November/have not received December total- net profit \$1,040.00</li> <li>• Kona Ice for Trunk or Treat, net profit \$138.00, still waiting for day of sales check which should total \$26.25</li> <li>• General donations from Cal Ind Supply for holiday inflatables, \$500.00</li> <li>• Amazon Smile amount collected November/have not received December total, net profit \$78.25. Amazon Smile program maybe taken back by Father Jay. Need to inquire on the frequency of payment from Amazon Smile, Box Tops, and Ralph's</li> <li>• Used uniform sales- \$615.00</li> <li>• Expenditures- \$274.02 for holiday inflatables, \$21.34 toy drive photo printing</li> <li>• Total net income as of 12/09/20, \$20,790.12</li> <li>• Computers to be used by PTG members (three computers, Office 365, approximately \$800-\$900 including tax) same as student computers (returned to school when not used by PTG), researched Best Buy, plan to be presented to Advisory Board</li> </ul>
<p><b>Secretary Report</b> Ana Lopez</p>	<ul style="list-style-type: none"> <li>• NTR</li> </ul>

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<b>Room Parent Coordinator Report</b> Cate Halliday-Roberts	<ul style="list-style-type: none"> <li>• As of 12/16/2020, Kona Ice has not received check for day of sales</li> <li>• Gala classroom/basket projects should stop being worked on</li> <li>• Projects completed and ready to be auctioned, cornhole, anorak chair, tech basket, SD Padres basket, succulent basket, adult beverage basket, and Princess House basket</li> <li>• Wine tasting/wine pool idea. Wine to be donated, wine bottles would be wrapped and labeled with number (wine bottle pricing may vary). Sell numbers for \$20.00. 60<sup>th</sup> Anniversary wine glasses can probably be sold at the event</li> </ul>
<b>Fundraising/Marketing Coordinator Report</b> Dave Siddons	<ul style="list-style-type: none"> <li>• El Pollo Grill fundraiser for the month of December raised \$458.58</li> <li>• Encourage parents/guardians to shop Amazon Smile, cards will be printed to be sent home with students promoting the use</li> <li>• Next fundraiser event is for Rubio's, they will donate 30% of sales. Planned for the last Friday of Catholic Schools Week</li> <li>• Mrs. Amann mailing letters to alumni for future donations. Using email to reach alumni to test the market for online donations</li> <li>• Assessing different options to manage service hours for next school year</li> <li>• New fundraiser idea, partners in education to donate</li> </ul>
<b>Faith-In-Action Coordinator Report</b>	<ul style="list-style-type: none"> <li>• Email sent to teachers for input for future FIA parish/school/community events</li> </ul>
<b>Hospitality Report</b> Vacant	<ul style="list-style-type: none"> <li>• NTR</li> </ul>
<b>Committee Reports</b>	<ul style="list-style-type: none"> <li>• NTR</li> </ul>
<b>New Business</b>	<ul style="list-style-type: none"> <li>• More information to follow for PTG board elections for 2021-2022 school year</li> </ul>
<b>Unfinished Business</b>	<ul style="list-style-type: none"> <li>• Refer to Room Parent Coordinator Report (Gala Items)</li> </ul>
<b>Open Forum</b>	<ul style="list-style-type: none"> <li>• NTR</li> </ul>
<b>Follow-Up for Next Meeting</b>	<ul style="list-style-type: none"> <li>• NTR</li> </ul>
<b>Prayer &amp; Adjournment</b>	<ul style="list-style-type: none"> <li>• Meeting called to end at 2038 hours</li> <li>• Closing Prayer: Mrs. Amann</li> <li>• Adjournment: PTG President</li> </ul>

Next PTG Meeting 02/03/2021