

**St. John Paul II Catholic High School Parent Association (JP II PA) for 2020-2021  
Board Meeting Minutes - Thursday, August 6, 2020, 5:30 pm via Zoom meeting**

**Attendees: Tony Pellegrino, Dr. Russell, Sharon Wieter, Pam Bourque, Liz Butler, Jennifer Geist, Melanie Sturgis, Stephanie Good, Janet Pellegrino, Denise Schovel, Lisa McCord (11 attendees)**

- \* Call to Order : Tony Pellegrino 5:34 pm
- \* Welcome and Opening Prayer – Tony Pellegrino
- \* Reading of Past Minutes – Tony Pellegrino reading May 20, 2020 JP II PA Board Meeting Minutes
- \* Treasurer’s Report - Jennifer Geist
  - \* Current account balance: \$9066.36
  - \* 21 gift cards for staff were given at the end of the year
  - \* Jennifer will schedule time with Tony and Gay Pittman to verify account baseline, go over budget line items to understand and determine needs and/or changes due to Covid
  - \* Work to have proposed budget for Back to School Night General PA Meeting scheduled 8/26/2020
- \* JP II Representative Report – Sharon Wieter, Dr. Russell
  - \* 1st day Teacher in Service
  - \* Final release of the JP II Opening Plan was sent out 8/5. Any questions?
    - \* If only 25% of students will attend mass in person, will everyone be required to wear mass uniforms that day? **YES**
    - \* What is the criteria breakdown for mass attendance? By grade or by house? **By grade. Seniors will attend first mass to be held 8/26/2020**
    - \* How many families are attending virtually versus in person? **Roughly 10% are attending virtually. 34 virtual/331 in person.**
    - \* Can the classrooms accommodate in person instruction within Covid guidelines? **Decision was made based on current enrollment. Some classrooms (ie chemistry lab) may not accommodate 6ft distancing. Otherwise, procedures/classrooms are prepared for in person instruction.**
    - \* Do the students have to wear school uniforms during that first week of school? **Yes. Only Monday, 8/17/2020 for the freshmen/new students, is a non-uniform day. Tuesday - Friday are uniform days.**
- \* Committee Reports
  - \* Hospitality - Melanie Sturgis
    - \* Teacher Back to School Luncheon 6/7 has been taken care of in house. Money will be coming out of the PA budget.
    - \* 8/17-18: Falcon Flight - no refreshments. This will be the night to pitch for PA membership.
    - \* 8/26: Back to School Night - maybe refreshments available but will have to determine after reviewing Covid standards.
  - \* Gala – Uncertain
    - \* No one has stepped up to chair the event. May not have a Gala this year but will still

need to decide on fundraising for school. We may have several smaller events with a focus on virtual. Tania Yee (past President) and Tony offline discussions on potential fundraising events/places (ie Trash Panda stadium). This may also be affected if JPII hires a Development Director. Best case scenario - hiring in 1 month.

- \* Class Liaison Reports - Introduced the 2020/2021 class liaisons
  - \* 9th Grade – Stephanie Good
  - \* 10th Grade – Janet Pellegrino: Kathy Brown not able to be 10th grade liaison. Blessed to have Janet in her place. Welcome!
  - \* 11th Grade – Denise Schovel
  - \* 12th Grade – Lisa McCord
  - \* No report. Dr. Russell inquired about including a Virtual Family liaison to give the virtual only related questions/concerns a voice. Will compile a list of virtual families and will discuss with Tony for potential VF liaison candidates.
- \* PA Calendar
  - \* 8/6 PA Board Meeting - virtual
  - \* 8/7 Teacher Back to School Luncheon - lunches have been ordered.
  - \* 8/17 & 18 Falcon Flight nights - Tony will pitch PA membership. Will have a table to accept PA membership forms and dues. Only 1 other PA representative needed to help man the table. Pam can help as needed.
    - \* 8/17 Falcon Flight Freshman help - Stephanie Good (? verify if accepted)
    - \* 8/17 Falcon Flight Sophomore help - Janet Pellegrino
    - \* 8/18 Falcon Flight Senior help - Lisa McCord
    - \* 8/18 Falcon Flight Junior help - Denise Schovel
  - \* 8/26 Back to School Night/General Meeting - This is the big pitch meeting for PA membership. Tell parents about Out-of-Uniform day (September 22,tentative) for PA membership dues. Usually an Open House where the parents follow the student's schedule to meet teachers. Will have to revisit logistics regarding class schedule. Will ask for parent fundraising ideas and volunteers.
  - \* 9/3 Grandparents Tea may not happen due to covid
  - \* Feeder schools visit days - may change. The dates are not set in stone. Feeder schools haven't accepted the dates offered.
  - \* 9/24 PA Board Meeting will probably be virtual.

<b>August</b>		
6	PA Board Meeting (Virtual)	
7	Teacher Back to School Luncheon	X
17	Falcon Flight ( <b>Parent Orientation #1, #2</b> ) Freshman 530-630PM/Sophomore 7-8PM	
18	Falcon Flight ( <b>Parent Orientation #3, #4</b> ) Senior 530-630PM/Junior 7-8PM	
1 (pm)	Falcon Ascent	X
26	Back to School Night (General Meeting)	

<b>September</b>		
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3	Grandparents Tea (Tentative)	X
8	Visit Day – St. Johns (Tentative)	X
10	Visit Day – Holy Spirit (Tentative)	X
17	Visit Day – Holy Family & St. Anne	X
22	PA Out of Uniform Day	X
24	PA Board Meeting (Virtual)	

- \* Topics to Discuss
  - \* Parent Grade Chairs
    - \* Update: Janet Pellegrino taking over for Kathy Brown.
    - \* Responsibilities: Denise and Lisa to help out Stephanie and Janet regarding class liaison duties. The first email is usually an introduction email, simple and direct. As the year progresses, the emails are usually event reminders, when and where, fundraising, links, etc. Hardest part is getting the email distribution list together. Sharon Weiter to compile lists in excel spreadsheet format for each class liaison.
  - \* School Opening
    - \* Falcon Flight (Aug 17,18)
      - \* Tony will send out an email regarding who signed up to help at Falcon Flight broken down by classes.
      - \* Will need Membership forms, table with sign, box to deposit forms/dues
    - \* Back to School Night (Aug 26) - Proposed PA budget to be presented
  - \* PA presence on JP II Website/Facebook
    - \* Tony is admin on JP II PA Facebook page.
    - \* Will update PA Membership form to reflect this school years date
  - \* Fundraising (Gala)
    - \* Tony will meet offline with Dr. Russell regarding Gala/fundraising. Anything planned will need to be done virtually.
    - \* Jennifer offered suggestions like Virtual 5K/Gold Tournament. Can do something. Suggested recruiting a Fundraising Chair instead of a Gala Chair.
    - \* Tony will approach the 5 names on his Gala helper interest list.
- \* New Topics/Questions
  - \* None
- \* Tony to send out an email for the next meeting 9/24. Most likely will be a virtual meeting. Meeting adjourned 6:43 pm