

St. Andrew Parent Volunteer Association Meeting

Minutes: 11/5/2025 @ 6pm

Members Present: Josie Schlueter, Becky Wolf, Brandie Kertho, Beth Dorantes, Kassie Pratt, Giovanna Moses

Via Google Meet: Michelle Larson

Guests: Mr. Trow

- **Opening Prayer:** Read by Brandie.
- **Minutes/Agenda:** Approved by Becky Wolf, seconded by Josie Schlueter

- **Guest Remarks:**
 - Everyone appreciated the Conference Meal. Thank you!
 - Mrs. Goebel guides the walkers at the end of the school day. Cars are not waiting at the crosswalk and almost hitting her. She wears a reflective safety vest. Maybe she needs a handheld STOP sign? Discussion was had surrounding purchasing her a STOP sign. Mr. Trow stated Mrs. Goebel was planning on bringing this to the school safety committee as well. PVA voted to purchase a STOP sign with lights if needed.
 - 5th Grade does not have Rosaries for the class. **Brandie provided Mrs. Ellerth with enough Rosaries for her entire class.**
 - Mr. Trow applied for a grant through the American Heart Association. Grant would provide 10 HR monitors and CPR training materials.
 - Haunted House went well. It was entertaining, and the students enjoyed it.
 - Mr. Trow did not hear any comments regarding classroom Halloween parties. No news is good news. 😊

- **Mrs. Mathew Remarks:**
 - Neither Mrs. Mathew nor Fr. Oriol was in attendance. No comments.

- **Finances:**
 - September and October financial reports from Trisha are in. SchoolStore Fundraiser earnings are being placed in PVA's account despite these funds being school funds. Note to subtract these as well as Penny War and Musical funds from PVA's account total for an accurate account total.
 - Flex Seating came to a total of \$321.96.
 - Items we purchased include: Welcome Back Pizza Party, Ready Set Goal Dinner, Clergy Appreciation Gifts, Flex Seating, Paper Supplies, and Cooler Bags. We have not had any true income yet this school year.

- **Old Business:**
 - Elections/Fundraiser Chairs
 - Per our PVA Mission Statement, positions are elected at the end of the school year with new positions starting at our August meeting. Each term is 3 years long and positions are only allowed to serve 3 consecutive years. This essentially means one can only hold a position for one term. This is Brandie's 3rd year as President. Therefore, if we follow our Mission Statement, she will no longer be able to serve as President next school year. Discussion was had on how closely we follow Mission Statement as previous Presidents have served longer than 3 years, what will become of PVA if no one steps up to be President, how do we encourage new/younger families to join PVA, etc.

– It was decided that PVA will be disbanded if no one steps up to be President and Brandie is not allowed/does not continue serving as President.

– Plan to encourage new families to join PVA discussion ended with the idea to host a pizza party for a different class each month as an incentive for parents to get to know PVA members and hopefully attend our meeting. We will be starting with a 1st grade pizza party in January.

- Homecoming Parade Feedback

– It was hard to keep everyone together when walking without a float or central place to meet up/get supplies. We will need a float moving forward. Items we handed out went over well and lasted the entire parade. It was a good idea not to throw candy as this parade has SO much candy.

- Clergy & Teacher Gifts

– Clergy appreciated and enjoyed the gifts. Thank you!

– Brandie sent the T-shirt design to Kelly at Back Road Apparel. She is working on the shirts now. Giovanna can create/place an order through Kelly if she would like to have an order for parents/students as well. **T-shirts were completed and delivered to teachers. Badge holders were also provided to teachers. Teachers were thankful for the gifts and felt appreciated.**

- Parent-Teacher Conference Meal

– Everyone enjoyed the meal. It went over well and was better received than a catered option. Thank you!

– Josie donated the knife and cutting board which can stay at school. Please remember to pick up any other dishes used for the meal.

- Christmas Parade Plans

– The parade is planned for December 5th beginning with the tree lighting at Tower Park. Will then walk to Phoenix Park with carolers at City Hall and Funeral Home.

– Floats will be stationed around Phoenix Park and guests will walk around to each float. There will also be performances at the bandshell. We plan to meet at Tower Park wearing festive Christmas attire and walk to Phoenix Park to our float. **Parade location was changed due to weather. All events took place at Tower Park.**

- First Trimester Movie Night

–Friday, November 21st. We will be showing the new live action Lilo and Stitch.

– Beth will pick up popcorn from Emagine. Thank you! **We had the same issues as last year. Parents were present for the most part, but did not discipline or keep children from being loud and running around in the gym. There were safety concerns as the gym floor is slippery when wearing socks. PVA members tried to get children to stay seated or with families multiple times. Brandie had to pause the movie and make an announcement at one point to settle the kids, but it did not last long. Middle school girls were trying to leave the building. Brandie was able to keep them from leaving. Many girls then all went into the locker room to chat instead of watching the movie. We need to discuss if we are ok with this behavior and thoughts on continuing movie nights.**

- **New Business**

- Enchanted Backpack

–Delivery is scheduled for November 20th at 10am. We need more volunteers to help unload.

Delivery went well. Students made signs and greeted the delivery van. The Janesville Gazette was present and wrote a nice article about the delivery. We have many wonderful supplies. The teachers greatly appreciated the delivery. Supplies have now moved into the old Nurse's Office and are available for teachers and families in need.

- St. Nick's Breakfast
 - We need to increase men's involvement. Many moms volunteer. Should encourage dads to participate in the kitchen.
 - We discussed how to get more school families to attend. Brandie mentioned she had sent an email to her Room Parent classrooms last year. It was asked that she share this email with all other Room Parents to help personally invite families to attend.
 - Another idea was to have student made projects decorating the cafeteria so kids persuade parents to come to see artwork. We need to touch base with Carly and Ms. Saumer about decorations.
 - We need more gingerbread houses to be donated. Please consider donating.
 - Class Basket Review: Each class makes a basket with a \$100 value; however only \$40 is reimbursable. Work with your class to get donations to create a basket with a \$100 value.
- Classroom Advent Wreaths
 - Not all classrooms have an Advent Wreath. Mostly those that have new teachers need a wreath.
 - Members voted to approve Advent Wreath purchases for all classrooms that did not have a wreath including our specials. **Brandie purchased and delivered these before Advent began. All classrooms should now have a wreath.**
- Rake and Run
 - Middle school students are not doing the Rake and Run this year because there are too many students who need extra educational support, and the Rake and Run will take away too many instructional hours. If Rake and Run is to continue it will need to be picked up by parents or done on the weekend.
 - PVA decided to pick up this event starting next fall with a possible raking day of the Saturday before Halloween with another date reserved as a rain date.
- Purchase a cloth table cloth?
 - We need to price out options before deciding on purchasing.
 - Thinking table cloth should be plain dark green or dark green with Spartans or St. Andrew's on it. Discussed asking Kelly at Back Road Apparel if she can do a table cloth. We need to decide how big a table cloth we need as well.
- Spirit Wear
 - Brandie is thinking of reaching out to local businesses to find a new Spirit Wear provider. Possibly Back Road Apparel or Hanson's Screen Printing. **Back Road Apparel is open to creating an order form for us. She recently did a Spirit Wear order with DCS.**
 - Josie mentioned Coach's Locker may also be a good option. She volunteered to speak with the owner. **Josie spoke with him. The owner said he is no longer offering Spirit Wear and is focusing his business on equipment. He also recommended Back Road Apparel or Hanson's.**
- November PVA/Parents' Night Out Event
 - We decided to forego an event this month and discuss these types of events as well as PVA at the 1st Grade Pizza Party in January to get a better understanding of what parents are wanting/looking for.
- December Meeting
 - Decided to cancel the December meeting and have the next PVA meeting in January.

- **Items for Next Meeting**

- Catholic Schools' Week Plans

- **Adjournment:** 7:30 PM

NEXT MEETING

Wednesday, January 7th at 6:00 pm in Cafeteria

Pizza Party at 5:00 pm in Cafeteria. Please try to attend both if possible.