

# St. Edward Catholic School

Everything you need to know about

# P T O



2021 - 2022

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Purpose: The PTO is formed to support St. Edward Catholic School teachers, students, and staff.

## Objectives:

- To provide assistance to parents in their role as the primary educators of their children;
- To serve as a communication liaison between the home and school regarding organizational activities;
- To build and strengthen the home-school community;
- To assist in fundraising activities that will benefit the educational programs of St. Edward Catholic School.

When are the meetings? Third Tuesday of the month at 6:30pm in the PLC.

Who can attend the meetings? All parents/guardians are encouraged to attend the meetings. One volunteer credit hour is awarded to all attendees. There are no dues or fees to be a member of the PTO. All are welcome.

What happens at the meetings? Each Executive Board member and committee chair gives a report. The highlight of the meeting is the monthly report from Mrs. Makel about school happenings. The meeting generally lasts one hour.

How can I get involved? Attend the monthly meeting or contact the President or a committee chair to find out about volunteer opportunities. The following pages provide details about the committees and a contact list for the Board. Nearly all volunteer opportunities require CMG Safe Environment training. The trainings are only available online in English and Spanish.

Please visit [www.galvestonhouston.cmgconnect.org](http://www.galvestonhouston.cmgconnect.org) to register for a training session.

How can I become a member of the PTO Executive Board or a Committee Chair? Elections for the Executive Board positions (President, Vice President, Secretary, and Treasurer) are held annually at the April PTO meeting. Term is two years. Committee Chairs are appointed by the President at the May PTO meeting. No term limit. Please contact the President (Susie Brito – [britosusie@gmail.com](mailto:britosusie@gmail.com)) if you are interested in taking on a leadership role in the PTO.

How can I stay updated on PTO happenings? Read the weekly school e-newsletter! You can also join the PTO E-mail List to get monthly PTO updates. Members of the PTO E-mail List also get the first chance to sign up for many of the PTO volunteer opportunities. Email the President at [britosusie@gmail.com](mailto:britosusie@gmail.com) to be added to the list!

# More details about the PTO Committees

## Birthday Club

On the 4<sup>th</sup> Thursday of every month the PTO treats students and teachers having a birthday in that month to a celebratory pizza lunch! Pizza, cupcake, ice cream, and water will be served. Summer birthdays aren't forgotten! June birthdays are celebrated in May and July birthdays are celebrated in August.

## Lunch Duty

Volunteers are needed to help with lunch duty during the elementary & junior high lunch periods (Aug. – May). Tasks include distributing lunch to students who purchase lunch via our lunch provider, assisting students with opening lunch packaging, etc. Volunteer as little or as much as you like –one or two days a week, once or twice a month, or whatever works for your schedule. Must be CMG Safe Environment trained. Contact Melissa Correa for more details ([mellyacorrea@yahoo.com](mailto:mellyacorrea@yahoo.com)).

## Spirit Day

Spirit Day occurs monthly (see PTO calendar of events). Students may wear a St. Edward Spirit Shirt and jeans. Please see handbook for guidelines. To order a spirit shirt, please contact Melissa Correa.

On Spirit Days, the PTO sells fun items for the students (scented pencils and spirit sticks) and items for the parents too (St. Edward car decals and key chains). All proceeds benefit PTO programs. If you would like to volunteer during our Spirit Days, please contact Melissa Correa ([mellyacorrea@yahoo.com](mailto:mellyacorrea@yahoo.com)).

## Used Uniforms

Used uniform sales occur twice a year (July & May). Parents can purchase gently used uniform items for \$5. All proceeds benefit PTO programs. If you would like to volunteer to sort, set up, or sell during the sales, please contact Vanessa Saunders ([Vanessa.Saunders156@gmail.com](mailto:Vanessa.Saunders156@gmail.com)).

## Hospitality

The PTO sponsors social gatherings to build and strengthen our school community. Mark your calendar and contact JoAnna Bennet if you would like more information ([Jpeirce\\_03@yahoo.com](mailto:Jpeirce_03@yahoo.com)).

**Aug. 16** – Ice Cream Social

**Sept. 10** – Grandparent's Day

**Oct. 13** – Muffins with Mom

**Nov. 10** – Donuts with Dad

## Monarchs with Merit

The Monarchs with Merit Guidance program (K-8) teaches good character to St. Edward students by introducing a character trait each month (ex. Charity, Faith, Hope, etc.). Classroom guidance discussions, videos, and activities emphasize the character trait and how God calls us to be Christian leaders by modeling good character. At the end of each month, homeroom teachers choose a student whom they believe best demonstrated the character trait that month. These students are awarded during an all-school Mass in front of their classmates and faculty with a certificate, pin, and picture at the altar. Parents will be notified in advance if your child has been chosen to receive the award, so you can be sure to attend the awards Mass.

## Teacher Appreciation

We love our teachers at St. Edward! To show our appreciation to them, the PTO coordinates several luncheons for the teachers throughout the year. We also plan a week of special surprises for them during Teacher Appreciation Week (May 4-8). Please watch for lists of the teachers' favorite things (which makes gift giving easy) and their wish lists for items that would really make their classrooms outstanding. To learn more please contact Adriana Ruiz ([a.ruiz13@outlook.com](mailto:a.ruiz13@outlook.com)).