



NATIVITY CATHOLIC SCHOOL | PTO BOARD MEETING

October 6, 2021 | 7:30 – 8:30 PM

Date: Wednesday, October 6, 2021

Time: 7:30pm | Location: Virtual/ZOOM

Meeting officially called to order at 7:03pm

In attendance:

- Anne-Marie Burton—PTO President
- Celeste McLean—PTO Vice President
- John Licud—PTO Treasurer
- Brianne Krenicky—PTO Secretary
- Maria Kelly—Principal
- Richard Godwin—Vice Principal
- Shannon Murphy—Registrar
- Lisette Lineberry—Room Parent Coordinator

Items discussed:

1. Secretary's Report—Brianne Krenicky

The first meeting of the 2021-2022 school year.

2. Treasurer's Report—John Licud

John Licud reported that the initial balance for the 2021-2022 PTO budget is approximately \$15,000, intent to increase up to at least \$25,000. The draft plan provided an outline of income, expense, and profit to 1) regain the PTO's cushion of approximately \$25K and 2) plan to supplement expenses toward upper-level bathroom renovations, which is Principal Kelly's primary objective this school year.

As part of the initial budget review, the PTO discussed various fundraisers, including the yearly auction, Parish golf tournament, community-building initiatives, spirit wear, school nights at local restaurants, Read-a-Thon, and the Santa's shop - each would help support financial goals.

3. Principal's Report—Maria Kelly

Principal Maria Kelly offered this school year's vision and goals which revolve around building the PTO's relationship with the parents, fostering a strong community; and, exhibiting a family entity with the parish, school, and parents.

Ms. Kelly offered that the PTO will also represent and follow the Catholic faith, which helps foster camaraderie among the school, parents, and parish. For the PTO, ultimately, its goal is to raise money to supplement the budget with an overall plan to help fund the upper-level bathroom renovations.

Ms. Kelly provided an overview of volunteer hours, and while the mandatory 20 hours is not a requirement this school year, there will be numerous events for parents to volunteer should they desire. The most important consideration to volunteer (in-person) is to have completed the Diocesan online Compliance Paperwork and attend a Virtus training class.



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1. Diocesan Compliance Paperwork (online)

- <https://www.arlingtondiocese.org/child-protection/>
- click on the blue Volunteer button
- you will need to Create an Account
- once the account is created you will be walked through completing the necessary information
- after entering all necessary information, you will be asked to electronically sign the forms
- forms will be automatically emailed to be for review

2. Virtus Training

- <https://www.virtusonline.org>
- click on First-Time Registrant on the left side of the page
- click on the green arrow beside View a list of sessions
- using the drop-down arrow, you need to select Arlington, VA (Diocese)
- you will then see the list of sessions and register to attend

Additionally, all in-person volunteers must complete the volunteer COVID form found in the same location as the student's daily COVID form. All parents/adults must also be (fully) vaccinated and masked to enter the building.

As a reminder, parents must complete the COVID survey each morning before drop-off. If a form is not completed, Ms. Gallagher will call the family to correct it. Of note, if a child is unhealthy, they cannot enter the building. If there is a COVID-related instance (close contact or positive test), please contact the school to determine if e-learning is available.

4. President's Report—Anne-Marie Burton

Anne-Marie Burton, the PTO President for the 2021-2022 school year, started the President's report with introductions and offered insight and dialogue throughout each agenda element. Discussion ensued regarding previous PTO events that helped build community and engagement between faculty, parents, students, and the parish. She shared her desire to see more fathers engaged in school activities or a father's club idea.

Anne-Marie discussed the need for many volunteers to help address burnout and volunteer fatigue. She reviewed venues used for specific events, the projected costs of each planned activity, marketing, ticket prices, confirming dates of set events, etc. She noted that the PTO had a late start this year and will need to engage volunteers early to help meet the targets for the PTO's fundraising ideas and the yearly auction.

Overall, Anne-Marie noted that enhanced communication between the school, PTO, and parents was a top priority for the PTO. She emphasized the need to designate leads for each of the planned activities. She noted that she was already working on the schedule of activities, including hosting New Family Welcome scheduled for October 13, 2021, which invites those new to the community to feel connected. Additional meetings, such as Volunteer support, will be coordinated and sent at later dates.



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Bishop Burbidge is hosting mass at Nativity Church on October 19, 2021; it is also a half-day for the students.

5. Room Parent Lisette Lineberry and Alicia Field

The Room Parent Coordinators plan a virtual (Zoom) meeting with parents and a virtual (Google meet) meeting with the teachers. Ultimately, their goal is to define the level of parent involvement defined by the teachers in this current COVID environment. Additionally, the Room Parent Coordinators intend to increase communications and transparency by serving as a touchpoint and interlocutor between parents and teachers.

Meeting adjourned at 8:30 pm.