



ORGANIZATION: St. Mary Hyde Park UNIT: St. Mary PTO Board Transition Meeting		
CONTACT DATE: May 12, 2026		REPORT DATE: 5/12/2026
PARTICIPANTS: Jennifer Reed, Elaine Vonderhaar, Rachael Palermo, Ryan Butt, Trisha Cole, Kathryn Balnes, Molly Painter, Maggie Schapman, Emily Jackson, Nicole Byerly, Stephanie Murphy, Sarah Larsen, Meredith Lane, Julie Dorr, Jen Reker-Murphy		CC:
NEXT MEETING: Last meeting of the school year!		REPORT BY: Maggie Schapman
SUBJECT MATTER	ACTION	WHO
Outgoing President's Report	○ April 2026 Board Minutes Review ○ Jennifer: motion to approve April Minutes; Second motion: Elaine; all Board members in attendance in favor ○ Thank you to PTO Board Members ○ Jennifer read notes to each Board member to express gratitude for their work this year ○ Jennifer created a document called "A Year of Exceptional Impact" which is the PTO year in review to outline the initiatives and highlights of this school year ▪ This document will be in the ENews in coming weeks	Jennifer Reed
New President's Report	○ Welcome New Board Members ○ Stephanie Murphy – Recording Secretary ○ Sarah Larsen – Treasurer ○ Meredith Lane – PR Secretary ○ Maggie Schapman – President Elect ○ Committee Liaison Assignments ○ Family Art Night – Annie Rusche ○ Beautification – in the process of confirming ○ Playground – Julia Khouri ○ Social – Nicole Byerly, Kelly Moore, Susan Lutz ○ TSA – Kate Lee & Carly Messmer ○ Evening of Reflection – looking for a shadow for Mike Keefe as next school year will be his last as the Chair of this committee	Elaine Vonderhaar

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Treasurer's Report	○ Financial Review ○ Reimbursement: Fiscal year ends at the end of June; for plenty of lead time, reimbursements need to be turned in by June 5 ○ Board members should reach out to their Committee Chairs to determine if current operating budgets are reasonable or if they need to be reconsidered ▪ Budget Meeting is June 9 to prepare for next year – please advise any changes regarding allotments prior to that meeting ○ Treasurer: may consider sending budget updates for each classroom liaison at the beginning of each trimester ▪ Presidents will be making clearer guidelines to help parent liaisons track their budget next school year	Ryan Butt
Principal's Report	○ Thank you to Board members for time and energy this year ○ Window Clings: We applied for 3 security grants and were approved; School doors and windows will get protective window clings ○ We are drawing up plans for an entry vestibule for a more secure school entry, which may be added with grant funding ○ Some previous Gala funds are being used for professional development for teachers to help them recognize student behaviors that may indicate a need for additional emotional, behavioral, or counseling support. ○ Bathroom update: This year's Gala funds will be used for new sink tops, soap dispensers, stationary stools; perhaps new stalls, painting next year ○ Classroom in old PTO closet should be ready to use next school year	Jen Reker-Murphy
Faculty Report	○ Thank you for monthly lunches and all for the treats throughout the year – teachers feel very blessed ○ Teachers are looking forward to the happy hour event at The E ○ Thank you for the recess support – Katie Barnes did a great job setting ground rules and expectations for the volunteers and this was noticed by teachers and staff	Julie Dorr
Old Business	○ Junior High "The More You Know Guide" ▪ This document been sent to administration and others for editing ○ Farewell Gift to Fr. Alex ▪ Bottle of bourbon and gift cards to Forno and Amazon were presented to him after Mass	Elaine Molly

Please advise of errors or omissions within 48 hours

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	○ Walk-a-Thon/Field Day Lunch • Chick-Fil-A will be served alongside juice box, fruit, chips, and Rice Krispie Treats ○ Festival Sponsorship Update • PTO Board will work a booth on Friday night at FunFest ○ Volunteer Sign Up • Please have Homeroom Liaisons send it out to grade levels so Committee Chairs have a list of interested parents this summer for planning purposes	
New Business	○ Confidentiality Clause • All Board members will sign to ensure confidentiality ○ Gaga Pit Floor • \$1,549 – protective mat to go under Gaga Pit; this will provide a safer, more comfortable playing area on the blacktop ○ Jen Reed: Motion to purchase Gaga Pit floor: second motion: Jen Reker-Murphy; all Board members in unanimous favor • Please add line item to budget for routine maintenance/needs on the playground ○ Homeroom Gift Collection Process • Note in ENews was included to serve as a reminder to parents about gifting: PTO will not oversee collections outside of the Christmas Fund; no one should be required to participate in group gifts, nor should specified amounts be prescribed to participants;	Jen Reed
Committee Report: Safe Parish	○ Quarterly Audit: more people than usual have not completed the training ○ Trisha has sent an email	Tirsha Cole
Committee Report: Evening of Reflection	○ Mike Keefe provided feedback: ○ Small parent turnout, but the discussion was great ○ January/February timing next year would be best for a stronger parent turnout ○ Going back to a speaker/presentation format would be a nice change from a book discussion ○ Mike would like to have a “shadow” next year as he will exit as Chair after the 26-27 school year	Maggie Schapman

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Committee Report: Walkathon	○ All volunteer spots have been filled; Kate Broering has done a great job organizing and planning ○ Board members can help at the water table and pass out popsicles	Maggie Schapman
Committee Report: Social Events	○ Raised over \$11K this year at social events ○ Susan Lutz/Kelly Moore will be shadowing in the position next school year ○ Thank you to Nicole for all the wonderful events!	Nicole Byerly
Committee Report: Gala	○ Emily continues to lead efforts to finalize this year's Gala fundraising allocations	Emily Jackson
Committee Report: Community Service	○ Alex's Angels: This year we collected over 295 gifts in Alex's memory, which were donated to CCHMC	Jennifer Reed
Committee Report: Room Liaisons	○ Rachael will send a reminder to Homeroom Liaisons to spend classroom funds and turn in reimbursements • Next year, guidelines should be posted to the PTO website for easy reference	Rachael Palermo
Committee Report: Campus Beautification	○ Continued discussion on the best way to maintain flower pots in front of the school during warmer months	Molly Painter
Committee Report: New Family Mentoring	○ Megan Martin sent a welcome email to the new kindergarten class with dates for 2 playdates this summer ○ Playdates: Friday June 5 from 10-11:30 a.m. and Saturday July 18 from 10-11:30 a.m. ○ Megan Schmutte will sell spiritwear at each of the playdates ○ Katie Claar will create the new Facebook page for the incoming parents ○ Each kindergartener will receive a shirt funded by PTO ○ Shirts will be distributed at Supply Drop off ○ Cost of shirts was \$11/each	Kathryn Balnes
Open Discussion	○ Board Members to volunteer on Tuesday for distribution of pizza for the whole school ○ Jennifer: motion to adjourn; second motion: Rachael; all in favor: all Board members in attendance	

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**Upcoming PTO
Events and
Reminders**

- Friday, May 15-Walkathon/Field Day/Lunch/Junior High Play
- Monday, May 25-No School, Memorial Day
- Wednesday, May 27-Car Parade and Graduation; 8th grade Grandparents Day and Scavenger Hunt
- Friday, May 29-Last Day of School K-7, 11:00 Dismissal