

**SAINT MARY CATHOLIC SCHOOL**  
**PTO MEETING MINUTES**  
**November 7, 2025**  
**PLC Classroom #2**

1. Call to Order at 8:17am, 19 present.
  - a. Open with prayer by April Sterling
  - b. ***School Mission Statement-Dedicated to Catholic values, Saint Mary Catholic School is a Christ-centered, educational community committed to academic excellence, spiritual growth, individual responsibility, and service to others.***
2. Minutes
  - a. Review and Approve September 5, 2025 Meeting Minutes – Motion to Approve by Kathryn Gordon, Seconded by Ruby Underwood. All in favor, none opposed.
  - b. Review and Approve October 3, 2025 Meeting Minutes – Motion to Approve by Dawn Wynn, Seconded by Brandee LaGrua. All in favor, none opposed.
3. School Events
  - a. Ms. Beaty briefed the Fun Run will be on January 30, 2026 and the Frosty 5K is scheduled for January 31, 2026 - all proceeds will go to the new bus!
    - i. PTO is looking for 2-4 volunteers to be on the Frosty 5K committee, please contact a board member if interested.
4. Principal's Report
  - a. Mr. Rodgers thanked Sarah Dickenson for stepping up on the leadership role and all her efforts over the summer. He also thanked April and Arielle for stepping into their new leadership roles.
  - b. He thanked Dawn and Brandee, Track-or-Treat chairs, for a successful event - the kids loved it!
  - c. Membership for Saint Mary IMPACT has been extended through December 31, 2025, currently raised \$50K.
    - i. If you'd like to become a member please contact Mr. Rodgers, Mrs. White, or Mr. Ryan Montalto.
  - d. Annual Campaign letters were sent out to over 3,000 household and SMCS families.
  - e. Deputy Pugh has been called back to duty on the road from the OCSD, Deputy Jason Brewer will be taking over as our new SRO.
  - f. Future Site Plan: We have been given preliminary approval for a \$2.5M loan from the Diocese of Pensacola-Tallahassee to proceed with constructing a new building and renovating the already existing administrative spaces.
    - i. Phase 1 will focus on the new building.
    - ii. Phase 2 will focus on renovating the current admin offices and turning them into 2-3 classrooms.
  - g. Admin concluded there is no need for PTO Class reps, if teachers would like to assign a room mom, they may do so if they choose.
  - h. Announcements:
    - i. Thanksgiving break November 24-28.
    - ii. The school will participate in Lessons and Carols on December 18th – students only.
    - iii. K-8 will attend The Nutcracker - performance by Studio 6Twenty5.

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5. Officer's Reports
  - a. President's Report
    - i. Ms. Janice is looking for volunteers to help with our Thanksgiving Feast lunch on Friday, December 14th, please contact April if interested.
  - b. Vice President's Report
  - c. Treasurer's Report
    - i. Speaker is scheduled for January 5, 2026 - voted from last year.
    - ii. \$645 was left over from previous year's budget, it was motioned to move \$650 to Breakfast with St Nicholas to cover that event.
  - d. Secretary's Report
  - e. Past President's Report
    - i. Sk8 Fundraiser - received our \$870 check.
    - ii. Future events:
      1. November Family Night - Task Force Pizza on November 19th -SMCS will receive 20% of sales.
      2. Art to Remember more information coming soon.
6. Committee Reports
  - a. SAC Security Subcommittee – briefed by Kristin White.
    - i. Several projects in motion.
    - ii. Security cameras on campus installed and operational.
    - iii. The fence line will be getting slats starting in December.
    - iv. The school has requested blinking lights for current marked school zones and a speed enforcement camera for Coral Dr.
    - v. If you'd like to make a monetary contribution to the school's security efforts, please make sure your donation states for SMCS Security Objectives and 100% will go directly into those funds.
    - vi. If you have any focus areas/security priorities or ideas you'd like to highlight, please contact Mrs. Katie Ryan.
  - b. Track-or-Treat
    - i. Dawn thanked Brandee and all the volunteers for a great turnout.
    - ii. Bags purchased were \$143.
7. Unfinished (old) Business
  - a. Title 1 - Ms. Morrison briefed if you've been impacted by the government shutdown, to please apply for the Free and Reduce Lunch program, benefits will not go away and will continue the rest for the school year regardless of the government's status. Information is confidential and every application benefits the school.
  - b. Saint Mary Impact Membership - discussed previously by Mr. Rodgers.
8. New Business
  - a. Breakfast with Saint Nick and Christmas Vendor Market - Derly Merritt.
  - b. Clarice Richard will co-chair.
  - c. Also needs help with setup and tear down—event will take place from 9-12, volunteers from 8am-1pm.
  - d. Vendors are still needed - \$25 per slot.

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9. Announcements

- a. The church office is now able to do fingerprinting Monday - Thursday, please contact Kristin White or Cat O'Bannen to schedule.

10. Last call/re-attacks

11. Adjournment - meeting ended at 9:45am