SACRED HEART
CATHEDRAL SCHOOL
EST. 1956

PTM MEETING MINUTES

21 October 2026 / 11:00 AM / Art Room

OPENING PRAYER

- **EXECUTIVE BOARD:**
  - **President:** Shannon Bevill
  - **Vice President:** Erin Kelly
  - **Past President:** Kathy Willard
  - **Secretary:** Whitney James
  - **Treasurer:** Katharine Odom
  - **Faculty Representative:** Jennifer Shaffer
  - **School Administration Team**
- Welcome from Shannon

TREASURER REPORT

- Financial report giving current account balance, money still coming in from dues.
- Discussion about raising the annual dues per family from $45 to $50 to help with increased costs. Will discuss with the school board.

COMMITTEES

- **AUCTION (April 9) CHAIR:** Taylor Castillejo
  - Planning meetings coming soon
- **CAMPUS & HOLIDAY DECORATIONS CHAIR:** Lauren Gaylon & Angie Brown
  - Holiday decor ideas in progress
    - Advent Prayer Wall
    - Spring Prayer Wall
    - Middle School may be helping with ideas
  - **VETERANS DAY LUNCH:** November 11th

        - 12 tables to be decorated.
- **HR COORDINATOR CHAIR:** Kathy Willard, Larissa Justice, & Elizabeth Frazer
    - Email updates coming for October/November
    - **UPCOMING CLASSROOM ACTIVITIES:** Grade-level activities vary; HR reps to communicate with parents about specific needs.
        - ALL SAINTS DAY
            - 5TH Grade Wax Museum - all students will attend
        - THANKSGIVING
- **LOST & FOUND CHAIR:** Gus Treviño
    - Next clean out - Monday, November 2 @ 9:30
    - Uniform items without names not claimed will go into the uniform closet.
- **MIDDLE SCHOOL CHAIR:** Melissa Cox
    - **MIDDLE SCHOOL DANCE -** November 6th - Theme: Old Hollywood
        - Donation sign-up coming for decor/food
        - DJ to be paid from entrance fee.
        - Money surplus - discussion on what to do with money. Ideas to give to a charity, save for the future dances.
    - **DOG BANDANA PRE-ORDER** - NJHS Fundraising Initiative
    - **HOLIDAY SERVICE HOURS OPPORTUNITIES:**
        - Caroling at Lyonsview Health and Rehabilitation Center - Friday, Dec. 4.
            - Signup - https://www.signupgenius.com/go/10C084DAAAC2FABF4C16-66740980-christmas
        - Fantasy of Trees and Cemetery Wreaths
- **SPECIAL AREA VOLUNTEERS CHAIR**: Jackie McDonald
    - **MS DRAMA PERFORMANCE** - November 17
    - **BOOK FAIR -** November 2 - 6
        - Smaller of our book fairs
        - Volunteers needed
    - **CHRISTMAS CONCERT** - December 17
    - Other Opportunities to Volunteer:

    - Art Room Volunteer Signup
    - Lunch Room Volunteer Signup
- **SUNSHINE CHAIR:** Victoria Ange
    - **October Birthdays in progress**
    - **Upcoming Appreciation Events:**
        - November 18 - Educational Support Professionals (IA)
- **TEACHER LUNCHEON CHAIR:** Mary Hanneman
    - **Coffee Truck -** October 23rd
    - **Advent Party -** Planning in progress
        - Heavy hors d'oeuvres
        - Signup for desserts and gift cards to come.
        - Teacher gift ideas discussed
- **UNIFORM CLOSET CHAIR:** Whitney James
    - **NEXT UNIFORM CLOSET** - November 6 (After Mass)
    - Need volunteers for future closets
    - Uniform Closet Signup

NEW BUSINESS/Q&A'S

- **SCHOOL ADVISORY BOARD** - Done taking applications.
- **FALL FESTIVAL/TRUNK OR TREAT -** Friday, October 23rd @ 4 - 6:00 PM
- **BOOK CHARACTER DRESS-UP DAY -** Thursday, October 29th
- **ALL SAINTS PROCESSION/OBSERVATION -** Friday, October 30th
    - 5th Grade Wax Museum
- **TASTE AND TRIVIA OF SACRED HEART** - Friday, November 13th, SHCS Gym
- **FALL DONATION CAMPAIGNS** -
    - Focus on different areas
        - Academic Initiatives
        - Environmental/Building/Campus Improvements
            - Campus improvements/Care of Creation shared between parish and school
        - Endowment Fund - Goal $10 Million
        - Faculty Bonuses

NEXT MEETING - NOVEMBER 18, 2026 @ 11:00 AM IN ART ROOM