



St. Michael School
Parent Association Public Meeting Minutes
September 23, 2025 - 6:00 PM
St Michael School Gymnasium

- Welcome & Introductions
 - President Joe Lajoie welcomed attendees and initiated board and attendee introductions.
- PA Admin Update
 - No formal update at this time.
 - Please be sure to read the weekly SMS e-newsletter which includes a Parent Association information section.
- Treasurer's Report
 - Ashley Purington shared the financial report for the beginning of the year, noted the few small expenses paid out so far this year, mostly for the back to school event.
 - PA goal for the year is \$85,000. The Friends of SMS campaign goal of \$20,000 is additional and separate.
- Room Parent Coordinator Update
 - Ashley noted that PK3 and PK4 still need room parent volunteers. Please contact Ashley if you would like to volunteer.

- o Room Parents are encouraged to reiterate PA related communications to their classroom parents via email or Facebook group. Ashley will email Room Parents PA newsletter content separately/in addition to the newsletter.
- Development Coordinator Update
 - o Friends of SMS
 - A new campaign for 2025-2026 will launch and run through October. Handouts will go home with students that outline the goal (\$20,000) and the intention: these funds offset parent costs and create opportunities for added value in-class experiences or field trips. Some upcoming examples include:
 - 2nd & 3rd grade trip to Coastal Maine Botanical Gardens – admission and bus transportation covered by Friends of SMS
 - Whale of a Time and Planetarium full-school experiences are scheduled for this fall.
 - Each grade has been allocated \$500 (increased from \$400) which teachers can request for experiences for their classes; this has also been expanded to the Specials teachers and Administration/Marketing.
 - Last year, Friends of SMS funds were used to record the Christmas and Spring Concerts. Links were then provided to families to share with those who couldn't attend. The expense for this is high, so the PA is looking for insight from parents as to whether this was successful (i.e. people shared the link with others) and should be done again this year.

- o Trunk or Treat and Harvest Dance will be a combined event this year, taking place on Saturday, October 25th. The Trunk or Treat will run from 4-6pm, while the school will open starting at 5pm with dance festivities kicking off at 6pm. The dance will be middle school students only from 7:30pm-9pm.
 - Amber McAllister has graciously agreed to help chair this event but will need at least 12-15 volunteers to help on the day of the event.
 - We will be looking for approx. 20 trunks to fill the parking lot.
 - Please email the PA to volunteer.
- o Christmas Craft Fair is scheduled for Saturday, November 22nd. Danielle Pickrell will be chairing the event again this year.
 - 16 vendors are already confirmed and many previous volunteers have already stepped up to help again.
 - Danielle hopes to bring the choir back to perform this year.
 - Wreath making and buy-ahead wreaths will be available.
 - Danielle will send out more information in the coming months about volunteer needs such as contributions for the bake sale.
 - New this year, the Friends of SMS will be covering the funds required to create the classroom raffle baskets up front instead of Room Parents having to organize and collect funds from parents. The hope is this will alleviate some of the asks made throughout the year that are often difficult to collect in-full.
 - The PA will discuss the possibility of repeating this practice for the classroom auction projects, which also fall to the Room Parents to organize and collect funds.

- o All upcoming PA-sponsored events – both fundraisers and those funded by Friends of SMS are listed below.

- Other Business
 - o Protecting God’s Children training opportunities will be communicated as dates are set. There are often classes offered in the Portland area, but we hope to have one scheduled at SMS. There may also be opportunities to complete the training in an online class.
 - Reminder to those who have already completed the training – you must complete the monthly bulletin training questions to remain in compliance. Check your emails from Virtus.

 - o SMS is participating in Box Tops for Education, which provides passive funds to SMS if you download the app and scan your receipts - \$5 to the school for every scan.
 - There will be prizes for classrooms who raise the most in December and at the end of the school year, to be announced.
 - Please see the PA newsletter section for more information.

PA Events Calendar for 2025-2026 (fundraisers bolded):

- Back to School Social – 9/7/25
- Day of Caring – 9/26/25
- **Friends of SMS Campaign – October 2025**
- Trunk or Treat/ Harvest Dance – 10/25/25
- **Christmas Craft Fair – 11/22/25**

- **Read-a-thon – 1/12-26-26**
- Catholic Schools Week – 1/25-31/26
- **Ice Fishing Derby – 2/7/26**
- Parent Lunch Days – March TBD
- Teacher Appreciation Week – 4/4-8/26
- **Auction – 4/11/26**
- Movie Night – May TBD
- Grandparent Breakfast – May TBD
- Year-End Field Day – 6/5/26