



St JP II PTO – Minutes for PTO Monthly Meeting

“Speak Life”

May 5, 2026

Location: St. Jude Hall



Opening Prayer: Given by Sandra Vreedenburgh and Aida Patino, PTO President & President-Elect

Meeting called to order at 8:32 AM

Meeting minutes : April 2026 general meeting minutes. Motion made by Joyce Holicek and 2nd by Jessica Valle

April Minutes will be filed.

Attendees	Amber Leech, Joyce Holicek, Sandra Vreedenburgh, Victoria Forkner, Nicole Lambert, Thomas Payne, Tiffany Doucette, Aida Patino, Leticia Shirley, Kelly Willbanks, Nicole Roca, Jessica Valle, Gwen Montesino, Katie Kubiak, Sophia Evans, Megan McClintic, Patricia Wolfe-Dare, Ashleigh Green, Hilda Hickman, Angela Downey, Brittany Kirkpatrick
President , Sandra Vreedenburgh PTO@jp2.org	• Introduce new chairs and EB members • PTO events: dates, locations and schedule changes - PTO President is point person - go to Aida first • Update on SOP on reimbursement request - amended to streamline - order through Mrs. Wilhite - can also be sent by Treasurer and PTO (see PTO motion slip attached) • PTO Fundraising events: Scoops and MS Raising Cane's lunch: \$117 Scoops, MS Cane's \$309 • Answers and updates to last month's questions: - Saints Store during UU sale during the summer: 6/11; approved for that date - June UU Sale date - PTO Checklist/reminders for BB&B and other volunteer opportunities: especially for new parents - ambassador families co-chairs will take care of this with Mrs. Zimny - TAL will be on 5/8 in SJH not moving - Saints wear update from Mrs. Bogard - continue to allow on Wednesday only. Working with uniform provider to find a warmer sweatshirt • Discussed uniforms and handbook requirements • May Wishlist winners: Ms. Lamb, Coach Linhardt

	and Mrs. Schwab • ECI Recognition on May 8th - signs to be put in the lunch line area from each grade to say "thank you" • Thank you.... <u>Positions for 2026-27 (Update)</u> Fun in the Sun - Leticia Shirley, Thomas Payne, Joyce Holicek, Jessica Valle AALC - Jessica Valle, Adele Brunson and Brittany Kirkpatrick Ambassador Family - Katy Kubiak and Sophia Evans Birthday Bundle and Blessing - Ofelia Hernandez Book Club - Patricia Wolfe Dare Bread Basket - Pam Berman Thankful Thursdays - Chelsea Anderson St. Nick's Feast & Fest - Thomas Payne, Amanda Cluchey and Ashleigh Green Poinsettia Chairmen - Kristina Nelson Library Aids - Kathy Forbes Spirit Nights - Veronica Villareal Garden - Sandra Vreedenburg DARR Skate Party - Ofelia Hernandez, Jamie Kopulos and Antonella DiCicilia Brick Pavers - Megan Dominy Used Uniforms - Megan McClintic and Melissa Chung
<i>President Elect, Aida Patino</i>	• Thank you to Sandra for all the guidance and coordination • Gifts presented on behalf of PTO • Welcome to new members
<i>Past President, Tiffany Doucette</i>	• Farewell
<i>Secretary, Amber Leech</i>	• Please sign in • Review minutes prior to meeting • Farewell
<i>Treasurer, Thomas Payne</i> PTOTreasurer@jp2.org	• Beginning April Balance: \$18,012.26 • Ending April balance: \$4,008 • See attached for details: Spirit Store (still positive); Birthday Club (\$6k), UU (\$11k), SNFF (\$4654)
<i>Volunteer Coordinators, Mary Pham</i>	Not present Nothing to report
<i>Director of Promotions: Saint Store- Kelly Willbanks</i>	• Send Saints Store link to Ms. Ande for new families • Sales at Saints Welcome: success - a little over \$1000

	• Summer sale coming up • Pre-sale has \$400 already and closes July 1st • Spread the word • Rising 8th graders need to order their signs in this upcoming order
Hospitality - Nicole Roca, *Aida Patino, *Valentina Lares, Hilda Hickman. (*Also Faculty snacks)	Nicole Roca: • Next event will be the TAL: Spring - Friday 5/8 • Garden Party; tea to go and pralines as party favors
Communications - Jacquelyn Olexa stjp2pto@jp2.org	Not present • stjp2pto@jp2.org • Deadline to submit an article for the newsletter is Thursday the week before • Deadline for flyers in Tuesday folder is the Wednesday before by 3 pm
Room Parent Coordinators - Joyce Holicek & Megan Schuchardt roomparentcoordinators@jp2.org	• Please copy Joyce H. and Megan S. on all room parent or volunteer correspondence oomparentcoordinators@jp2.org • All volunteers must be approved in order to volunteer at our school for any activity, and RPCs help confirm volunteer-approval status. • TAL - 5/8 - Volunteers set
FITS - Leticia Shirley fits@jp2.org	Leticia Shirley: Lead Amber Leech - Asst Thomas Payne - Asst • Volunteers on Friday for bag stuff and lucky ticket baskets did an amazing job. All bags done by 11:30AM. All baskets were completed by 1:30. • Working on QC for bags • All students accounted for in record time • All games finalizing and being moved to appropriate locker rooms • Lunches accounted and orders sent • All supplies and prizes being organized • Caroline Waller will be sending out a constant contact reminders for day of: ECI closed, no lunch deliveries, bring a water bottle • Graphic for chats - to be sent for fundraiser • All in on preparations!
Committees	

<i>FFL (Hospitality Committee) Renamed to "Thankful Thursdays"</i>	Analia Gugliotti - not present Nothing to report
<i>Community Garden</i>	Sandra Vreedenburgh present • Kinder and 4th grade to harvest last week of school - volunteers will be needed from these grades - week prior • No solarization • Crushed granite - landscapers will be doing this • Will need more dirt in September • Planting cucumbers over the summer
<i>Ambassador Families</i>	Not present Nothing to report
<i>Art - A - La - Carte</i>	Jessica Valle - present • Waiting on dates for next year • Supplies to be ordered • Changes to the curriculum based on parent feedback - will send to Aida as an FYI
<i>Birthday Bundle and Blessing</i>	Ofelia Hernandez - not present • Great year! All orders for this school year May 15 closes.
<i>Book Club</i>	Patricia Wolfe Dare - present • Some changes to be made to revamp for next year • Finding more leaders • Schedule: try to do the same thing this upcoming year in classrooms • Reading lists being approved by Mrs. Wetwiski
<i>Bread Basket</i>	Pam Berman - not present Nothing to report
<i>DARR Skate Party</i>	Payton Donoghue - not present Nothing to report
<i>Brick Pavers</i>	Megan Dominy - not present • Bricks have been installed • Thank you Megan and Thomas Payne
<i>Saint Nicks Feast & Fest Tiffany Doucette, Kelly Willbanks, Thomas Payne</i>	Nothing to report
<i>Library Aides</i>	Stephanie Dunn - not present Nothing to report

<i>Spirit Nights</i>	Veronica Villarreal - not present • Russo's spirit night - no amount yet
<i>Poinsettia Chairman: Kristina Nelson</i>	Kristina Nelson - not present Nothing to report
<i>Used Uniforms: Joyce Holicek, Tiffany Doucette, Danily Carrero</i>	Tiffany Doucette, Joyce Holicek, Danily Carrero • May events: collection May 18-28 • Inventory will be lower - certain items we are being allowed to continue to use next yer • Already have collection dates set with new crew and dates for inventory set • Coach Ade picked up all the donations (8 boxes) • To be asking gently used shoes - collecting for Coach Ade
<i>Give By Shopping</i>	Nothing to report
<i>New Business</i>	<u>Upcoming:</u> • Idea for PTO sponsorship: new cart for Mr. Garcia, new ice cream freezer for ECI, umbrellas for the picnic tables (Leticia to get a design created) • Teacher Appreciation Week: May 4-8, 2026 • Teacher Appreciation Luncheon on May 8, 2026 • ECI Recognition May 8, 2026 • Russo's on May 14, 2026 • FITS on May 15, 2026

Adjournment : No further business for the board - Meeting adjourned at 9:20AM motion made by Thomas Payne and 2nd by Gwen Montesino. Motion passes.**If you have any questions, concerns, or ideas, please email PTO@jp2.org

Board Norms for Reference

- Respect time
- Flexibility - Meetings held in SJH unless conflict
- Stick to agenda
- Attend
- Come prepared – all the updates of people who report to you
- Minutes – will be sent within 1 week
- Agenda – get in on time, need more than a day before, all materials sent you will be talking about
- Motions - Secretary will have motion slips if something needs to be voted on
- No side conversations

PTO Executive Board 2025-2026

President	Sandra Vreedenburgh
President-Elect	Aida Patino
Secretary	Amber Leech
Past President	Tiffany Doucette
Treasurer	Thomas Payne
Director of Communications	Jacquelyn Olexa
Directors of Hospitality	Nicole Roca, Valentina Lares, Aida Patino, Hilda Hickman
Volunteer Coordinators	Mary Pham
Room Parent Coordinators	Megan Schuchart, Joyce Holicek
Fun in the Sun	Leticia Shirley

5:26 PM
05/04/26
Accrual Basis

St. John Paul II Catholic School
Account QuickReport
As of April 30, 2026

	Type	Date	Memo	Amount
2650 · PTO FUNDS				18,012.26
2650a · PTO- Spirit Store			Starting Balance	7,615.38
	Deposit	03/09/2026	Saint store 3/3/26	54.00
	Check	03/10/2026	Spirit store cc fees	-30.99
	Deposit	03/30/2026	CB 2026 sales - spirit store	40.00
	Deposit	03/30/2026	Spirit Store sales- CB 2026	800.00
	Deposit	03/31/2026	Spirit store 3.2026	1,108.00
	Deposit	03/31/2026	Spirit store cc fees 3.2026	13.02
	Deposit	03/31/2026	Spirit Store 3.2026	690.00
	Deposit	03/31/2026	Spirit Store cc fees 3.2026	9.90
	Deposit	04/08/2026	PTO Spirit Store 4/7/26	27.00
	Deposit	04/08/2026	CFB 2026 - PTO Spirit Store	64.00
	Deposit	04/13/2026	Hat	27.00
	Bill	04/13/2026	Items for Spirit Store -	-6,241.49
			Ending Balance	4,175.82
2650b · PTO- Bday Club			Starting Balance	5,928.31
	Check	03/10/2026	Bday club cc fees	-12.60
	Deposit	03/31/2026	Bday club- marquee pkg 3.2026	645.00
	Deposit	03/31/2026	Bday club- Marquee ONLY 3.2026	60.00
	Deposit	03/31/2026	Bday club cc fees 3.2026	20.81
	Deposit	03/31/2026	Bday club- Marquee ONLY	15.00
	Deposit	03/31/2026	Bday club cc fees	0.28
			Ending Balance	6,656.80
2650c · PTO- Used Uniforms			Starting Balance	10,437.70
	Deposit	03/20/2026	March 18, 2026	127.00
	Deposit	03/31/2026	Used uniforms 3/19 sales	1,061.00
	Deposit	03/31/2026	Used uniforms cc fees	33.47
	Deposit	03/31/2026	Used uniforms 3/18	50.00
	Deposit	03/31/2026	Used uniforms cc fees	0.93
			Ending Balance	11,710.10

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	Type	Date	Memo	Amount
2650e · PTO- St. Nick's Feast & Fest			Starting Balance	6,055.07
	Bill	03/12/2026	Reimburse - Items Mr. Payne	-1,400.42
			Ending Balance	4,654.65
2650F · Fun in the Sun Day			Starting Balance	-2,375.00
	Bill	03/23/2026	Petting Zoo - FITS May 2026	-900.00
	Bill	03/23/2026	Trailer one day rental & 40# Snow bags	-465.50
	Deposit	03/23/2026	FITS Co-Sponsor - Enclave Vision	2,500.00
	Invoice	03/24/2026	Sponsorship- Fun In The Sun 2026	2,500.00
	Bill	03/30/2026	Reimburse - Fun In The Sun	-102.14
	Deposit	03/31/2026	FITS- Tickets 2nd-8th	35.00
	Deposit	03/31/2026	FITS- Donation	25.00
	Deposit	03/31/2026	FITS cc fees	1.80
	Deposit	03/31/2026	FITS- All inclusive pkg- Big Kids	80.00
	Deposit	03/31/2026	FITS- Tickets 2nd-8th	20.00
	Deposit	03/31/2026	FITS- Donation	125.00
	Deposit	03/31/2026	FITS cc fees	6.75
	Deposit	03/31/2026	FITS- All inclusive pkg- Big Kids	4,240.00
	Deposit	03/31/2026	FITS- Tickets 2nd-8th	2,030.00
	Deposit	03/31/2026	FITS- Donation	655.00
	Deposit	03/31/2026	FITS- Other??	30.00
	Deposit	03/31/2026	FITS cc fees	208.65
	Deposit	03/31/2026	FITS- All inclusive pkg- Big Kids	1,080.00
	Deposit	03/31/2026	FITS- Tickets 2nd-8th	80.00
	Deposit	03/31/2026	FITS- Donation	25.00
	Deposit	03/31/2026	FITS cc fees	35.55
	Deposit	03/31/2026	FITS- All inclusive pkg- Big Kids	240.00
	Deposit	03/31/2026	FITS- Xtra Lunch	70.00
	Deposit	03/31/2026	FITS- Tickets 2nd-8th	120.00
	Deposit	03/31/2026	FITS- Donation	100.00
	Deposit	03/31/2026	FITS cc fees	15.90
	Deposit	03/31/2026	FITS- All inclusive pkg- Little Kids	2,280.00
	Deposit	03/31/2026	FITS- Donation	820.00
	Deposit	03/31/2026	FITS cc fees	93.00
	Deposit	03/31/2026	FITS- Volunteers T-shirt	540.00

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Type	Date	Memo	Amount
Deposit	03/31/2026	FITS- Volunteers Lunch	240.00
Deposit	03/31/2026	FITS cc fees	23.40
Deposit	03/31/2026	FITS- Sponsorship	5,000.00
General Journal	03/31/2026	Sales Tax for the 1Q 2026 FITS T-shirts	-386.10
Deposit	04/13/2026	FITS Booth Sponsor - Jennings Orthodontics	1,000.00
Bill	04/13/2026	FITS 2026 T-shirts - Neon Pink & Kelly Green	-8,932.00
Bill	04/13/2026	FITS 2026 Bags (drawstring) and hats	-2,690.80
Bill	04/13/2026	Entertainment for FITS 2026	-700.00
Deposit	04/14/2026	FITS T-Shirt --- Mariangie Pagan	15.00
Deposit	04/14/2026	FITS T-Shirt ---- Sandra Arellano	15.00
Deposit	04/14/2026	FITS 2026 - Security Sponsor	350.00
Deposit	04/14/2026	FITS T-Shirts -- Weido & McCurry	30.00
Deposit	04/14/2026	FITS T-Shirt -- Leticia Shirley	15.00
Deposit	04/17/2026	FITS 2026 - Luke Miles	30.90
Deposit	04/17/2026	FITS 2026 - T-shirts	30.00
Deposit	04/17/2026	FITS 2026 - T-shirts	30.00
Deposit	04/17/2026	FITS 2026 donation - Megan E. Sarvarian	100.00
Deposit	04/17/2026	FITS - T-shirt - Jayson Alda	20.00
Bill	04/20/2026	Reimburse - FITS 2026 wristbands	-121.17
Deposit	04/21/2026	FITS Registration 2026 - Aaron	40.00
Bill	04/22/2026	Banner fir FITS - 72"x36" banners - QTY 6	-497.40
Bill	04/22/2026	Photobooth for FITS 2026	-650.00
Deposit	04/23/2026	Wristband & Lunch for FITS 2026 - Christian Chol	40.00
Deposit	04/28/2026	FITS 2026	20.00
Bill	04/29/2026	Sam's - Bounty paper towel	-62.76
Ending Balance			7,073.08

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2650 · PTO FUNDS^ - Other

Type	Date	Memo	Amount
		Starting Balance	-10,361.46
Check	03/02/2026	Mobile 1/28/2026 - 2/27/2026	-6.95
Check	03/27/2026	2/28/2026 - 3/27/2026	-6.95
General Journal	03/31/2026	Sales Tax for the 1Q 2026 bdays/spirit store	-472.61
Bill	03/26/2026	Art-A la Cart - 24 colors dual tip paint pens markers	-52.74
Bill	03/30/2026	Planners for faculty - Paid for by PTO	-454.27
General Journal	03/20/2026	PTO wishlist winners 3.2026	-600.00
General Journal	04/15/2026	PTO wishlist winners 4.2026	-600.00
Deposit	03/04/2026	Spirit Night - Briar Forest Pizza CO LLC	115.00
Deposit	04/13/2026	Russo's Spirit Night - March 2026	110.00
Deposit	03/25/2026	Kroger	233.68
Deposit	03/27/2026	Spirit Day - Raising Cane's	146.65
Deposit	04/17/2026	Spirit Day - Raising Cane's	44.00
Deposit	04/17/2026	Raising Cane MS fundraiser	11.00
Deposit	04/13/2026	Scoops Spirit Week	117.44
Deposit	04/17/2026	Albertson - Invoice date: 3/31/26	84.32
Deposit	04/29/2026	Box Tops for Education - December 2025 payout	33.40
		Ending Balance	-11,659.49
		Running Balance	40,623.22

St. John Paul II Catholic School
2026-2027 PTO Committee Chairs

Committee	Chairperson(s)	CELL PHONE	EMAIL ADDRESS
Ambassador Families	Katie Kubiak	(636) 384-0091	katiekubiak@gmail.com
	Sophia Evans	(832) 423-6891	sophia.evans.tx@gmail.com
Art a la Carte	Jessica Valle	(504) 919-9595	jessvalle01@gmail.com
	Brittany Kirkpatrick	(713) 548-4422	bmkirk0616@gmail.com
	Adele Brunson	(832) 228-3562	adelembrunson@gmail.com
Birthday Bundle & Blessing	Ofelia Hernandez		tbc@jp2.org
Book Club	Patricia Wolfe Dare	(312) 519-1851	patricia.wolfe.dare@gmail.com
Bread Basket	Pam Berman	(214) 500-5531	pamela.berman@yahoo.com
Brick Pavers	Megan Dominy	(281) 787-6242	aggie_meg03@yahoo.com
Community Garden	Sandra Vreedenburg	(504) 287-1039	svreedeen24@gmail.com
	Andrew Wenger	(407) 417-3889	Andrew.Wenger@gmail.com
DARR Skate Days	Ofelia Hernandez		tbc@jp2.org
	Jamie Kopulos		jamie.kopulos@abc.com
	Antonella DiCicilia		antonelladicicilia@gmail.com
Thankful Thursday Lunches	Chelsea Anderson	(203) 858-1708	chelseadhall@gmail.com
Give by Shopping			
St. Nick's Feast and Fest	Thomas Payne	(281) 235-8316	vicodin76@gmail.com
	Amanda Cluchey	(713) 825-2550	amandabotoole@gmail.com
	Ashleigh Green	(832) 216-5195	ajgreen0118@gmail.com
Library Aides	Kathy Forbes	(713) 320-5573	kbforbes@gmail.com
Poinsettia Chair	Kristina Nelson	714-349-0225	kristina.culley@gmail.com
Russo's/ Spirit events	Veronica Villareal	(281) 594-8478	zuluaga.veronica@gmail.com
Used Uniforms	Megan McClintic	(713) 898-4306	mrmason0403@gmail.com
	Megan Schuchart	(281) 928-2455	schuchartfamily@yahoo.com
	Melissa Chung	(216) 469-7427	Mel.measor@gmail.com

PTO Executive Board 2026-2027

OFFICE	NAME	CELL PHONE	EMAIL ADDRESS
President	Aida Patino	(832) 386-8974	aidilla84@gmail.com
President-Elect	Nicole Roca	(281) 687-5955	nicole.m.roca@gmail.com
Past President	Sandra Vreedenburg	(504) 287-1039	svreedden24@gmail.com
Treasurer	Thomas Payne	(281) 235-8316	vicodin76@gmail.com
Secretary	Gwen Montesino	(832) 814-8113	ggmontesino@gmail.com
Communications	Jacquelyn Olexa	(281) 543-5170	jacquelynolexa@gmail.com
Promotions Director/Saints Store	Kelly Willbanks	(713) 542-3956	klarrow103@gmail.com
Hospitality: Chairs	Lauren Holub	(254) 721-0440	holub.lauren@gmail.com
	Maria Gobe	(281) 701-9586	mrnmrsgobe@gmail.com
	Nicole Roca	(281) 687-5955	nicole.m.roca@gmail.com
	Jamie Kopulos		jamie.kopulos@abc.com
Hospitality: Committee	Valentina Lares	(919) 597-8840	valentinalares@yahoo.com
	Sandra Vreedenburg	(504) 287-1039	svreedden24@gmail.com
	Valentina Lares	(919) 597-8840	valentinalares@yahoo.com
Hospitality: Faculty Snacks	Aida Patino	(832) 386-8974	aidilla84@gmail.com
Volunteer Coordinator	Mary Pham	(281) 804-7559	maryhnpam@gmail.com
Room Parent Coordinators	Kathy Forbes	(713) 320-5573	kbforbes@gmail.com
	Megan Schuchart	(281) 928-2455	schuchartfamily@yahoo.com
	Leticia Shirley	(281) 802-2193	leticiashirley@gmail.com
Fun in the Sun			



PTO MOTION SLIP

I move...

...that the PTO approve the PTO 'Standard Operating Procedures' for Reimbursements as of May 5, 2026.

- Amended SOP to add streamline point of contact as PTO President and Treasurer
- Motion approved and will be filed

Motion made by: Thomas Payne: Date: August 26, 2025

Motion Seconded by: Joyce Holicek

☒ Adopted ☐ Defeated