

Home & School Association Meeting Minutes March 16, 2011

Present: Cindy Bacskai, Lauren Beckmann, Sara Coffou, Amy Hietpas, Susan Joy, Lisa Lesjak, Pam Mattox, Karen Hunt, Dennis Reilly, Wendy Wallace, Kathy Wyatt

Guests: Amy Mueller

Excused: Yvonne Luzney, Wendy Scherwenka, Joan Schramka

I. Reflection

II. Green Week - Amy Mueller

Green Week will keep with the same model as last year. Amy is looking for a middle school garden team to help with the younger children. There also will be the help of a farmer for choosing plants, adding variety and ensuring growth. The urban garden concept has been approved by the Parish Buildings and Grounds committee and the Green Week plant project may be a good compliment to it. The Green Educational Foundation is a source of information for sponsorship/grants for an onsite green house. The plant trays can be reused and there is a \$500 budget. We can submit a video by August for consideration of a grant. Kick off for the week with include a rally for the students and incorporate the video with it.

The Education Formation committee and Jane Bullock are getting the urban garden up and 'growing. Amy will meet with them to combine efforts where appropriate. Housekeeping staff member Michael Sambar is willing to make recycling signs and to teach the students how to recycle as well.

III. President's Report - Sara

- **Raffle Update:** Attended parish council meeting. The parish/Fr. Dennis are receptive to the idea of partnering with the school. The raffle will start with 1000 tickets rather than 2000. We felt a more conservative approach on our first try made sense. 1/10 odds is best with \$50 ticket price. Of course 1000 tickets (vs. 2000) lowers the cash payout for each prize. The odds will provide more winners. Sara will calendar with Lisa and parish committee to work out the logistics of soliciting by phone/email. Details to follow with marketing. How about a group of 50 people to sell 20 tickets each? How do we get the families involved? Sales will begin May 1st which would give us 5 weeks up to the Fair. What events can we sell tickets at during the month of May? The Showcase? Grandparents Day? Spring concerts? How do we reach the broader community? We should share the responsibility with the parish. Include raffle tickets at the SCRIP table on 2nd & 4th weekends of the month. Once we reach 1000 then we stop selling. Pam is getting more information from St. Catherine's (Oconomowoc) for us. Jen O'Keef will help with administrative work.

- **Event Review:** Sara has been collecting data from the VPs to analyze which events should continue and which might be eliminated or deferred to the next year. Some recommendations are:
 1. Removing Portraits in the Park, possibly changing the approach and reintroducing.
 2. Add the calendar raffle in the fall in recognition of our need to increase revenues as some fundraisers are declining.
 3. Enhance the Rummage somehow to bring in more sales. We have discussed creating a Preview Night. This important event requires a lot of volunteer hours and we need to get the most out of it.
 4. Karen Hunt mentioned that she spoke to Boswell Books which is very interested in stepping in as our Book Fair source. Would we need more volunteers? Wendy will ask Mary Becker & Jeanette Corbett, the 2011 Bookfair chairs, to contact Boswell and discuss this idea. Their input is important as they have chaired the event for 2 years.
 5. The 8th grade parents have opted out of the parents' party this year, and instead H&S will give the \$200 towards the 8th grade graduation reception. Perhaps this can be a concept to continue in future years.
 6. World of Work: perhaps move it to the Middle School level and hold it every other year to keep the event fresh.
 7. Move Chess back to an enrichment event.
 8. Add a volunteer assignment that would support the after school enrichment program as the administrative burden on school staff has become quite large. Ideally 3 volunteers would be helpful to oversee all the enrichment programs on Wednesday (early dismissal). There are three 6-week sessions.
 9. Remove Prospective Family Coffee from the Coffee Receptions.
 10. The teachers still appreciate the Faculty Staff Recognition box lunch in May. The coffee machine in the teachers lounge is more expensive than expected. It will be about \$600 over budget by the end of the school year. Might there be any leftover money from the Room Parents to help cover the additional cost of the coffee?
 11. Move Blueprint out of H&S.
 12. Keep Olweus committee and one current parent volunteer. As a note on this committee: a possible speaker could cost approximately \$750 which is not in the current budget.
 13. The library aides have worked very well this year. Just some trouble with scanning the books before going back on the shelves or entering new books that come in. Maybe ask Jane Connell for some advice with her library background to help Bethany. Clara is essential to the

number of volunteers. Hopefully she will continue to help us.

14. Tech Crew may need some more volunteers.

Everyone should look over all of the events using the spreadsheet Sara distributed and make any suggestions for changes.

- **8th grade fundraising 2011-2012:** Sara met with Angie Turner and they are discussing providing guidelines for 8th grade parents on fundraising, trip planning and student involvement. Angie will finalize documentation for the incoming class and meet with the parents. She also is putting together a profit/loss statement and listing parameters to coordinate with other school fundraisers (approved by school and H&S). The class trip is about \$5000 and any additional money would purchase a class gift for the school. A \$350 buy-out fee was an option this year. Gift ideas are being considered for athletics, the music department or the school. There is approximately \$3000 for a gift. Sara suggested the garden as a gift option.

8th grade fundraisers:

Ice cream @ the fair

Movie night during the summer

Boo Bash

Dance

Spaghetti dinner

Lunches

- **Money collected by Room Parents - Joan:** The money set aside for the auction is going to support the art project for the Auction which seems to be replacing the class baskets. Next year the class money will be documented and tracked with the H&S Treasurer and the auction donation piece will need to be reviewed.
- **Wendy:** Positions open for next year's board:
 - President-electShe asked the VPs to let her know if they will be returning, and to check with their chairs to see if they would like to chair their events again.

IV. **Principal's Report - Lauren**

The end of the quarter is coming fast and many students will be absent because of family spring breaks. An Extra Curricular Eligibility system has been put in place and is working well in the middle school level. It holds the student accountable so they can participate in extra curricular activities. A personal card requires signatures from all teachers. Lauren and the teachers also established when "tardy" actually is: 8:00 AM. This system is an extension of the system that has been used for athletics eligibility. Hopefully this will cut down on disruptions. Finally a big project is to improve and develop our Family Life Program. An ad-hoc committee of faculty has been putting together ideas for communicating and supporting parents in terms of sexual information/education. A future parent meeting will be helpful in introducing this information to the children and parents. It begins in 5th grade.

V. Other Reports

- **Marketing & Development - Lisa** The Development committee meeting was rescheduled, so we don't have a status on the Annual Fund. They are getting ready for the post-Auction requests. Things are going well with recruiting, visiting families, phone calls, tours. Feedback has been that our specialty teachers are an asset that MPS will be losing.
- **Parish Council - Kathy** Fr. Dennis is very grateful for the support of H&S as well as the parish. There are three Parish Council openings if anyone is interested. Joe talked about Chapter 11 meeting with the priests and what the preparations are for future concerns. The parish is behind about \$63,000 and working on decreasing that gap. How can they reduce expenditures? Salaries have been frozen and how can they compensate for this? Faith in Our Future will be completed by the end of 2011. The Finance Committee is considering hiring a development person - not sure how budgeted. The parish will be required to have a Parish Council and a Finance Council. Fr. Dennis talked about our theme, We Are Called, which is not widely used in the parish and should be united with the school. There are pictures in the back of church of St. Jude's school in Uganda where our Rice Bowl money went to last year. Please look at them. We will be getting a shared (with Holy Family parish) associate pastor this summer, in June. Fr. Augustine is leaving in May.
- **School Advisory Board - Karen** Lauren mentioned most topics, but school events need to be mentioned more to the parish, whether it be in the bulletin, or announcements. New t-shirts are going to new students and newly baptized babies are getting Bobcat onesies! There are also three available positions on the SAB as well.
- **Treasurer - Dennis** Auction - not much to report. Preliminary revenues look promising; we don't have expenses yet. Cash was increased by \$33,000. Rice Bowl \$300+. Once the Auction numbers are in we'll have a better idea of discretionary funds. There is still \$442 available for the library and Dennis asked if Bethany can find a way to spend it.
- **Volunteers - Susan** Nothing to report.

VI. Wrap-Up Events

- **Talent Show - Cindy** Review from Joe was favorable. This event should have 2-3 volunteers to support Joe. A "Variety of Talents" show! - there was a short discussion about the confusion of the event name. Should it be the Variety Show or the Talent Show? Joe prefers the "Talent Show". He will chair it again next year.
- **Spaghetti Dinner - Pam** "A good time was had by all". Attendance was less this year.
- **Rice Bowl - Cindy** Denise Delaney & Lisa Lewein do not recommend any changes. They were very appreciative of the 8th graders help. They would

like to chair it for another year. There are 2 types of rice, it would be easier to prepare just one type of rice. The rice provided by Taher is easier to cook. They made 50 lbs of rice. Salt and pepper are not needed.

VII. Ongoing Committees/Events

- **Spirit Wear - Amy** Sally Zale is putting together a form and is scaling back on the number of items available to purchase. A spring sale will be held in April.

VIII. Upcoming Events

- **Inside the World of Work (April 28) -Cindy:** Trying to communicate more with the chairs and having a difficult time. Still looking for feedback. Bill Bonifas says it's a "go". They want to keep the same format - age grouping, fewer presenters, and 3 rooms (K4-1st, 2nd-3rd, 4th-5th). The chairs hope to have their format in place by next week. Date is April 28th. Cindy thinks after this year we should take a look at how things are working and possibly do this every other year. If we move to a format that includes Middle School, next year would be the pilot and then we would go to every other year.

Next H&S Meeting - Wednesday, April 13th 6:30-9:00 p.m.

**Respectfully Submitted,
Susan Joy for Yvonne Luzney**