

**CORPUS CHRISTI CATHOLIC SCHOOL HSA BOARD MEETING  
MINUTES  
JULY 30, 2015**

**CALL TO ORDER**

The meeting was called to order at 6:05 pm by Ed Wilcox, HSA President, who then led the group in prayer.

In attendance were Ed Wilcox, Al Chromy, Michele Ihlefeldt, Laurie Ghigleri, and Molly Homec

**TREASURER'S REPORT**

Mr. Wilcox reported that there is a balance of \$2,642.68 in the checking account and a balance of \$12,095.01 in the Games account for a total of \$14,737.64. The increase in the checking account balance is from Spring Fling Auction income.

**OLD BUSINESS**

▪ **LUNCH DUTY**

There was discussion of the process for securing volunteers. It was agreed that there will be a Sign-Up-Genius sign up created that will cover the entire school year; there will be two slots per day and 2 volunteers for each slot. Mrs. Ghigleri was tasked with creating the SUG and Mr. Chromy will have it posted on the CCCS website. He will also convey the importance of this volunteer opportunity and the fact that covering these slots is everyone's responsibility to the CCCS community via the weekly e-blast and TE announcements.

**NEW BUSINESS**

▪ **NEW FAMILY PICNIC**

The new family picnic is Sunday, August 9<sup>th</sup> at 4pm. It will be held on the playground. The HSA will set up tables and provide hamburgers/hot dogs, chips, cookies, drinks. All members will bring coolers for ice for drinks. The grill is in the shed and Al/Ed will ensure it is working and set up. Michelle will do the food purchasing. Be there at 3pm to set up.

Al will send out an email reminder via TE inviting the new families and staff and reminding everyone to bring lawn chairs.

▪ **ICE CREAM SOCIAL/BACK TO SCHOOL NIGHT**

There will be 2 nights this year: August 10<sup>th</sup> is PS, Jr K, and Middle School, August 11<sup>th</sup> is K – 5<sup>th</sup>.

The event is from 6-8pm each night. Ice Cream Social will be set up in the gym. Ed will purchase the ice cream and toppings and the entire HSA will be there to serve each night.

Teachers will have presentation time slots as in the past; parents will drop off school supplies in rooms. There will be a new family orientation at 5pm.

Ed will send information/reminder out as HSA president with invite to ice cream social part. We will have the volunteer sign-up sheets available that night also.

▪ **VOLUNTEER ROUND-UP**

This event takes place on August 20<sup>th</sup> from 6-8pm in the cafeteria. Laurie will help Al and Ed get new sign-up forms ready for the round up night. Al suggested that there could be a Lunch Duty Reminder volunteer who could work from home to send out weekly reminders about open slots. Perhaps Nicole will continue to do this?

- **JOG-A-THON**

The Jog –a-Thon is on September 25<sup>th</sup>. Will discuss more at the next meeting.

- **FALL FESTIVAL**

Fall Festival is on October 23<sup>rd</sup>. Will discuss more at the next meeting. The American Heritage Girls will volunteer to do face painting again this year.

- **TEACHER WISH LISTS/NEEDS**

Dr. Ellis and the 3-5<sup>th</sup> team have done wish lists. After discussion it was decided that:

- HSA will give \$50 to each teacher for small ticket items (i.e. Borders, bins, etc) in cards on the first day of school. Laurie will make cards using the CC heart logo and all board members will sign them.
- Grade-level teams will receive grants for larger ticket items like science lab supplies, roller maps, etc.
- The team leads will turn in the grant requests which will be reviewed by the HSA board and items purchased
- Art and Music will be covered by the Spring Fling money that was raised specifically for them

It was agreed that the “Fall Budget” will be:

\$500 for K – 5<sup>th</sup> science lab needs

\$1250 for teacher supplies (\$50/teacher x 25)

\$3000 for grants (approx. \$750/team)

\$4750 total

Molly will research pricing for items on the grant/science lists and will coordinate purchasing.

Ed will let staff know that if they have supply needs please let the HSA know. HSA will purchase 10 electric pencil sharpeners to dispense to teachers (will store in AI’s lockable cupboard).

The grade level teams are:

K, 1, 2 – Barb Maloney

3, 4, 5 – Veronica Nuvolini

6, 7, 8 – Holly Conlon

PS/Jr K – Jen Gutschick

- **MEETING TIMES FOR THE YEAR**

Meetings will be the 1<sup>st</sup> Wednesday of each month at 7:45 am. It was discussed that we need to encourage participation and invite folks to the meetings. Make them a welcoming environment. “Each one, invite one”.

## **OTHER**

The Room Parent budget was discussed. The budget is based on the \$30 classroom activities fee x 270 students. The monies allotted for Christmas gifts will be combined with the monies the HSA spends on these items and the total gifts to the teachers will be \$125 each (\$25 from the Room Parent budget & \$100 from the HSA). Laurie and AI will get the budget & info to the room parents.

Each grade level is allotted \$175 for a Dinner Auction Art Project. There was discussion about the best way to coordinate these projects. It was decided that instead of the Room Parents taking the lead on these, the Auction Committee will form a subcommittee to take this on and the Room Parents are encouraged to help.

Michelle is coordinating new family activities this year. She is working on a monthly newsletter. There will also be a new parent feedback/survey in November and a new parent “check-in” during the winter to get feedback. AI and Bonnie are also working on getting information out to new families. We want them to be informed and welcomed.

Al noted that our Grandparents Day celebration will be on September 23rd. Mass will be in the morning that day (not the afternoon) and then grandparents are welcome to come over to school for cookies and punch provided by the HSA. Teachers are working on activities for that morning and Annette (last name?) is taking the lead on this and sending out the invitations.

Al also noted that he “commissioned” a heart-shaped logo for the HSA to use. What does HSA stand for? It is the heart of the school = community, students, teachers, parents.



### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:30 pm.