

CC HSA MEETING OCTOBER 7, 2015

PRAYER AND CALL TO ORDER

Ed Wilcox called the meeting to order at 7:45 am. In attendance were Ed Wilcox, Molly Homec, Laurie Ghigleri, Karen Wilcox, Lu Wilson, Kristin Zimmer, Al Chromy, Mrs. Schindler, and Sheryl Ortiz

APPROVAL OF LAST MONTH'S MINUTES & POSTING ON WEBSITE

The minutes of the September meeting were approved with no changes. Al will get them to Mr. Smith to post on the HSA section of the Corpus Christi Catholic School website.

TREASURER'S REPORT

Ed reported that there is a balance of \$4,441.48 in the Checking account and \$5,677.31 in the Games account, for a total of \$10,118.79.

Receipts: \$1,800 T shirt Sponsor

Expenses:

Teacher Grants	\$520.84
Jog a Thon Shirts	\$1,445.50
Helium Tank refill	\$370.00
Printer Cartridge	\$160.98
Fall Festival	\$458.40
Grandparent's Day	\$200.00

OLD BUSINESS

- **REVIEW GRANDPARENT'S DAY & JOG A THON**

Grandparents Day

Ed got feedback that the kids would like to be able to eat donuts with grandparents vs. being in their rooms while grandparents are in the cafeteria. Some feedback that board members got was that the event was disorganized and rushed.

It was noted that it is always a trick to figure out what to do for the event since some children don't have grandparents in the area who can attend. Some grandparents felt they were not welcome in the classroom as a few classes were taking tests when grandparents walked in while other classes involved the grandparents in what was going on in the classroom. For example, one grandparent was invited to speak about saints.

It was agreed that there needs to be a good balance of involving the grandparents while still having a school day. Also, there needs to be a clear way to have the children transition from sitting with grandparents at Mass to moving back to being with their teacher. It can't be in the middle of Mass (i.e. after communion).

Jog-a-Thon

No update at this time. The event went well. Ed will have more information once the pledge monies come in and are tallied.

- **REVIEW TEACHER'S WISH LIST AND PURCHASING PROGRESS**

Molly provided the board with an update of the money spent on teacher team grants thus far. They are working on finalizing wish lists. Molly will continue to work with the teams to get their purchases completed.

It was agreed to add the Pre-School and Jr. Kindergarten grades in at \$250 each for a total of \$500 for that teaching team.

This increases the total grant budget to \$2,750 and makes the grants identical for each teaching team (\$250 per grade level).

NEW BUSINESS

It was agreed that the HSA will have a planning meeting separate from the regular HSA meeting sometime during the winter or early spring. During this meeting the Board will also work on planning for HSA elections. It was discussed that the model for the HSA should change also. Ideally, the President needs to lead the organization and not be the lead on events. This is part of the growth of the organization. The need to have separate Board meetings from Open Meetings was also discussed.

We will have HSA elections during Catholic Schools Week – first week of February.

It was discussed to do a HSA Town Hall meeting quarterly open to all parents/general membership. The first town hall meeting will be the evening of Wednesday, December 2nd at 6:30pm. Then the HSA president will just give a 5 minute snippet update at the Christmas program, Spring Fling, etc.

- **NEW FAMILIES**

The new family newsletter, *The Corpus Post*, is being posted on the website and Al is making sure it is getting emailed out to new families and it is in the flyer “racks” around the school. Al will ask Mr. Smith if a hyper-link to the newsletter can be put in an eblast out to the parents. He will also work with Mrs. Schindler to be sure that she can help verify dates are correct. The newsletter really was designed for helping new families get the information they need, however, current families also need some of the information, so Mrs. Schindler and Mr. Chromy will work together to determine the distribution process.

- **TEACHER APPRECIATION**

Kristin Zimmer presented her budget for the Teacher Appreciation committee.

Molly updated the board on the Staff Birthday program. She is working with Megan Donohue to purchase the scrip gift certificates. The total budget for the program is $31 \times \$25 = \775 .

This will go to the scrip account and the scrip coordinator will pull from it each time a certificate is needed. This way only one check is written vs. multiple checks and the process can run smoothly.

- **FALL FESTIVAL 10/23/15**

Karen Wilcox is the lead for this year and the Board's desire is to have 2 lead people take over this event for the future and work side by side with Karen and Ed to learn the role. There will be games in the gym and the food will be in the cafeteria. The HSA purchased the soda, candy, and prizes for the games. Karen has a few new games making their debut this year.

- **DINNER AUCTION 11/14 /15**

Al and Bonnie are working on the information that will be pushed out to families about the event and their role in making the event successful (i.e. family expectations like last year).

- **CHRISTMAS PROGRAM & HSA MEETING 12/10/15**

Dr. Ellis is working on planning the event. The HSA will ask Fr. Mark to do a 5 minute snippet of opening remarks/state of school at the beginning.
The HSA will provide the punch and man the refreshment table. The community will be asked to bring a plate of cookies just as in years past.

QUESTIONS & COMMENTS/OTHER

- **NEW FAMILY PICNIC**

There was discussion that while the picnic is not a “whole school” event, in addition to new families and staff the HSA would ask some “Corpus Christi Ambassador/Mentor Families” to come and be at the picnic also. That way the new families have someone to touch base with and have questions answered, besides just contacting AI, and it will help build a bigger community. It was agreed that there should be a mix of some MS families and some PK-5 families. The HSA will revisit this at the March meeting so that the Board can invite families to participate in this role and then promote the concept in the new family newsletter, welcome packet, etc.

- **LUNCH DUTY**

Mrs. Schindler brought up some issues with lunch duty. She would like Laurie to change the SUG to only one slot vs. two as the teachers are frustrated with not knowing who is showing up to help with lunch duty. Laurie voiced concerns that changing the SUG now will really mess up the folks who have already signed up for the year.

There was discussion about the process of lunch duty. It was agreed that the SUG will stay the same and AI/Laurie will work on encouraging volunteers to sign up. Mrs. Schindler will work with the teachers/staff to manage the duty schedule on their side.

- **CAFETERIA/FRIDGE & FREEZER USE**

Mrs. Schindler has had D11 ask her to delineate where the HSA puts stuff in the fridge and freezer. As we have always done, the HSA will continue to put their items on the shelves on the left side of the fridge/freezer. The fridge/freezer will be locked and Dan and Jen G. have keys. Mrs. Schindler will also get the HSA President a key. That way the Board access for events.

- **OTHER**

Lu provided everyone with a sample budget form for committees to use if they choose.

It was also discussed that the Board should review the current bylaws and determine where any changes/updates should be made. Ed will send the current bylaws out and Board members should let him know their thoughts.

Laurie confirmed with Mrs. Schindler that the PLC lunch dates were: 10/2/15, 12/4/15, 2/5/16, 3/4/16, and 5/6/16

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:08 am.