

CC HSA MEETING

February 4, 2016

PRAYER AND CALL TO ORDER

Ed Wilcox called the meeting to order at 7:50 am. In attendance were Ed Wilcox, Laurie Ghigleri, Kristin Zimmer, Michelle Ihlefeldt, and Mrs. Schindler.

APPROVAL OF LAST MONTH'S MINUTES & POSTING ON WEBSITE

It was noted that according to the updated Bylaws, the minutes have to be posted 2 weeks after the meeting which precludes approving them at the next month's meeting. It was suggested that the Secretary will email the draft minutes to the Board members for input, they will be approved via email and the Secretary will send them to Mr. Smith to post on the website and cc Mrs. Schindler. Mrs. Schindler approved this process. Laurie will ask Mr. Smith to make the "HSA News" on the website home page a hot link that takes people straight to the HSA page where minutes etc. are posted. (Note: Laurie had a conversation with Mr. Smith prior to leaving the building after the meeting and this has been done.)

TREASURER'S REPORT

Ed reported that there is a balance of \$8,132.77 in the Checking account and \$5,817.31 in the Games account, for a total of \$13,950.08. Ed also distributed a budget update and January transaction listing.

OLD BUSINESS

- **REVIEW TEACHER'S WISH LIST AND PURCHASING PROGRESS**
Prior to the meeting Molly provided Kindergarten science lab requests (see attached). These were reviewed and approved. Kristin will be drafting an email to send school wide about improvements to the science lab and teacher assistance in the lab.
- **HSA TEACHER EASE EMAIL ACCOUNT**
Ed and Mrs. Schindler will work with Mr. Smith to revise the signature line on the HSA emails, create a template for "reply to" line(s) for emails, and ensure the Board members have the ability to create attachments.
- **TOWN HALL MEETING RECAP**
Mrs. Schindler asked Laurie to type up her notes from the night and attach them to the February Board meeting minutes so it is all posted together on the website
- **ELECTION UPDATE**
There was discussion about terms of office, description of duties, and interest from potential candidates. Nominations are due by February 24th; Ballots will go out March 4th, and ballots are due back March 17th.

NEW BUSINESS

- **NEW FAMILIES**

There was discussion about having the New Family Newsletter revised to be school wide (similar to the SMHS eblast) and have an email blast go out with a hot link to the newsletter. It is felt that the information in the newsletter would be beneficial to all members of the school community. The eblast meets the needs of the “tech-savvy” members of the community and the ability to go to the document link from the eblast and print a copy meets the needs of other members of the community.

Discussion ensued about doing a new family mid-year meeting to touch base and find out what is working, what they wish they had more info about, etc. Board members will brainstorm ideas for this and be ready for discussion at the March Board meeting.

- **SPAGHETTI DINNER UPDATE**

The Spaghetti Dinner and Class Basket Raffle will be Saturday, February 6th, at 6pm in the gym. The sauce off will not take place this year due to the snow days which created a lack of time to plan and communicate this part of the event. Wine will be served from a serving table by volunteer “bartenders” as in the past. Ed will talk to Mike Novak re: the need, or not, for a liquor license. We are getting sauce and noodles at a large discount from Zios; Biaggi’s is donating the penne. Olive Garden is donating 300 breadsticks and we will buy bread to cut/serve like last year. We will be setting up at 1pm on Saturday and Ed will send an email to those who signed up to volunteer at this event with a list of jobs and times necessary for them in addition to a community wide email “invitation” to the event.

- **SPRING FLING & RAFFLE**

Mrs. Schindler had meeting with Mrs. Ronald and Dr. Ellis to set up timeline for the night. Ed/Karen will lead the raffle since Karen is the games manager. Tickets are being printed. We will offer a Sign up Genius link to sell tickets at masses at Corpus Christi like last year. Laurie will email Fr. Mark and cc Cherith about a weekend to sell tickets.

- **DONUTS WITH DAD**

Donuts with Dad is March 18th at 7:00am. Ed will talk to Lizzy Rodriguez about setting this up.

- **MUFFINS FOR MOM**

Muffins for Mom is May 6th at 7:00am. Ed will contact Jake Rose about coordinating this.

QUESTIONS & COMMENTS/OTHER

None

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:05 am.