

**CC HSA BOARD MEETING**  
**Minutes**  
**April 7, 2016**

**PRAYER AND CALL TO ORDER**

Laurie Ghigleri, filling in for Ed Wilcox, called the meeting to order at 7:46 am. In attendance were Laurie Ghigleri, Kristin Zimmer, Michelle Ihlefeldt, Molly Homec, Fr. Mark, and Mrs. Schindler.

Fr. Mark led the group in prayer.

**APPROVAL OF LAST MONTH'S MINUTES & POSTING ON WEBSITE**

The March minutes were distributed to the Board electronically for input or revision. There were no suggested changes. They were approved and have been posted to the HSA section of the school website.

**TREASURER'S REPORT**

Ed reported via email that there is a balance of \$8,649.73 in the Checking account and \$6,581.31 in the Games account, for a total of \$15,231.04.

**OLD BUSINESS**

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

Molly reported that there have been no additional purchases since the last board meeting. Kristin is coordinating with Mrs. Nuvolini to get the Science items purchased for the K-5 group. She has also done the research on the microscope purchases and they will be purchased in May after the Raffle profits are in. Mr. Smith requested assistance of approximately \$500 to attend the ITSE conference. The Board is supportive of helping him with this. Mrs. Schindler will confirm with him when the registration needs to be turned in. Molly will communicate with the teachers to get final requests in and let the Board know what the final dollar amounts are and it may be possible to reallocate some of the grant money that is not used to Mr. Smith. If not the Board will review the budget and the Raffle profits to determine from where the funds can be allocated to assist Mr. Smith.

- **ELECTION UPDATE**

Mrs. Schindler and Laurie explained to the group that although there is only 1 candidate for each office the HSA had announced that ballots would be sent out and all members of the CCCS community would have the opportunity to vote on the 2016-17 officers. Due to challenges with new jobs, moves out of state, etc. the ballots did not get sent home. In order to provide the community an opportunity for input, Mrs. Schindler will include the slate of officers in this week's Friday Newsletter that goes to every family and will ask for any input or questions to be sent to Ed and Mrs. Schindler by Thursday, April 14<sup>th</sup>. Barring any issues the slate will be approved and Mrs. Schindler will announce the new officers in the Friday Newsletter on April 15<sup>th</sup>. The Board members were in favor of this approach. The article in this weeks' newsletter will include a solicitation for a Secretary and for an additional member at large.

- **DONUTS WITH DAD RECAP**

Lizzy Rodriguez was the lead for this event. Input from the board was that the event went well.

## **NEW BUSINESS**

- **NEW FAMILIES**

Michelle is working on a feedback/how's it going meeting with new parents to find out what went well this year and what was a challenge. She and Mrs. Schindler will piggyback it to Coffee with Kim on 5/13/16.

- **TEACHER APPRECIATION WEEK**

Kristin is coordinating recognition for Administrative Professionals Day on April, 27<sup>th</sup>; Principal's Day, and Teacher Appreciation Week. The theme is "Our Teacher's Are Our Heroes". Multicultural committee is doing one luncheon and the PLC lunch will be hero sandwiches and will coordinate with Karen Wilcox regarding the Firehouse Subs ordering.

- **PRINCIPAL SEARCH**

Father Mark provided a brief update. Mrs. Nuvolini will coordinate with Holly Goodwin & Fr. Mark to get the faculty committee set up.

- **SPRING FLING & RAFFLE 4/29/16**

Due to a job change and move Lu Wilson is no longer able to take the lead for this event. Mrs. Schindler is working with Dr. Ellis and Mrs. Ronald to plan this event.

The design has been chosen and the theme is "We Are One Body in Christ". It will be used for both the spring fling and field day. Each class has a designated color of shirt.

Timeline:

5:30-6:15	Gallery Walk/International Foods Tasting
6:15	Kids to rooms and doors to gym are opened
6:30	Welcome and Raffle Announcements
6:45	Performance - PS-1st grade students released to parents
7:45-8:00	Thank yous and Release of Students
8:00-8:30	Gallery Walk & Clean-Up

Mrs. Schindler will talk to the student council about engaging their help to update the artwork in display case on the outside of the building to promote the Spring Fling.

Molly will assist in getting the scrip certificate ready for the t shirt artwork design winner. The shirts will be handed out a week prior and the kids can wear them that week.

Mrs. Schindler will contact Julie Hudak about shadowing this year as she is interested in leading the event next year.

- **MUFFINS FOR MOM-5/6/16-7:00AM**

Lizzy Rodriguez is planning to be the lead. She will work with Mr. O'Connell to make sure she has access to everything she and Humberto need that day.

- **LUNCH/RECESS DUTY & VOLUNTEERS**

There was discussion about how to manage the process. At this point there is not a lot of time left in the year so the discussion centered on managing the process in the best way possible to

complete this school year and then working with the new principal to streamline the process for next year. It was agreed that Laurie will review the Lunch Duty Sign Up Genius and send Mrs. Schindler an email like she did with AI requesting help and thanking people for signing up and Mrs. Schindler will send out the eblast requesting help. It will also go in the newsletter. After input from Mrs. Nuvolini about what the teachers experience at lunchtime is was agreed that the 11-12 time slot is the biggest push.

- **PLANNING FOR THE FUTURE**

Laurie expressed her desire to have a planning meeting soon after school is out so that the HSA can “hit the ground running” in the fall. The meeting will include the HSA Board, Fr. Mark, the new principal, and a member from each teaching team. The date of June 3<sup>rd</sup>, 2-6pm, in the conference room at CCCS, was agreed upon.

Mrs. Schindler will transfer ownership of the Google doc with the event information to Laurie so that the Board has access to it after Mrs. Schindler’s last day at CCCS. It was requested that everyone review the Google doc and fill in as much as possible ahead of the meeting.

Laurie will provide refreshments for this meeting.

### **QUESTIONS & COMMENTS/OTHER**

Fr. Mark announced that the ribbon cutting for the new playground will be on Friday, May 6, at 8am right after Muffins with Mom. May crowning is at 11:15. This is a ½ day of school.

### **ADJOURNMENT**

There being no other business to come before the Board, the meeting was adjourned at 9:20 am