

HSA BOARD MEETING

September 12, 2017

In attendance: Father Scott, Charlotte Gage, Melanie Ubil, Tara Carew, Jo Williams, Jennifer Crook, Kathryn Merkel, Kristin Aswell, Darrell Fulford, Jackie Parente, Crystal Karg, Janine McGee, JoAnne Avance, Megan Olarte, Linda DiGiovanni, Sandra Rella, Whityney Pencino, Kate Gray, Jennifer Routh, Julie Malloy, JJ Oppedard, Melania Bula, Stacey Cox and Kelly Hunter

1. The meeting was called to order by HSA President Charlotte Gage at 7:30pm with an Opening Prayer focusing on the power of positivity.
2. Introductions of HSA members.
3. Fr. Scott McCue gave a presentation on Furthering Our Mission and the HSA's Role. Mission Statement: As Disciples of Jesus Christ we are a diverse and hospitable Catholic community. **We Pray, Serve and Spread the Gospel with Joy.** Discussion regarding the Aldersgate building and building plan. The parish will be in a partnership with Meals on Wheels to use the building by providing office space etc. They will use this space 9-11:30am during the week. The STM Preschool: 5 classrooms, office space for the Director, Large Playground, Facilities for before and after preschool programs, potential for preschool summer camps. This will be attractive to the community. STM takes possession of building on 1/1/18. STM also partners with FoodFirst and the church will tithe \$100K to this program. The church will be using the doors, cross and other elements that STM owns. The committee is exploring a possible walkway between the two campuses, wireless communications for security and safety, vehicles would enter and exit on Laurel Hill Rd, the sloping driveway would be closed off, expanded parking and a new turn around area. The cost is estimated at \$2.5M. The church is in the process of due diligence on the project. We want to get this message out to families in our school and parish community. There is a proposal for a room to be named in honor of Mrs. Eldred.
4. Approval of May 2017 Minutes. Motion by Jackie Parente. Second by Julie Malloy. Motion approved unanimously.
5. Principal's Report was given by Principal Darrell Fulford. He thanked the HSA for our support to the school. Faith Formation we had a wonderful celebration of the Blessed Mary's birthday. In the mornings

the school is gathering in the STM Lower school hall. The school is looking to do some field trips to the Cathedral. Iowa testing begins on October 2. The school is looking into some on-line activities such as "I Excel" which will give direct feedback to the teachers. A question was posed on privacy issues of these programs. Mr. Fulford responded that all information is held on the school cloud. Advance Ed: The school has a committee attending a conference in the next month. Marketing and Admissions area we are using the #STMStrong as our campaign. Adverts are going out in local area magazines.

6. HSA President's Report by HSA President Charlotte Gage. Thank you's were given to all attending the meeting and all committees for getting the year started. Other groups thanked were: Social Committee lead by Robin McGrath for the Ice Cream Social. FYI: Pasta night will be in September. Thank you to Uniform resale committee: Megan Olarte and Beth Brickner. Teacher Appreciation Committee: Emily Patterson and Melanie Ubil for the back to school Teacher Luncheon. The Auction Team for working hard all summer, coming up with a theme, date, place, and organizing the car raffle. A big thanks to Communications committee Kristen Aswell for working on getting the VolunteerHub set and working. Thank you to Jennifer Routh for the Scholastic Bookfair and JoAnne Williams for lending us the use of the library space. Grocery Cards and Box tops committee Ray and Hope Martinique, Environmental stewardship: Made a call for help with composting. Thank you to Arenal Mission committee Kathryn and Jennifer Crook for organizing Ice cream Fridays and suggestion of Ice Cream Birthday parties. PR for Holiday shoppe, Halloween Carnival, and Pasta Night. Thank you's were also given to Mr. Fulford and Mrs. Sullivan for the successful start to the school and raising of school spirit. Knight Times communication letter was well received.
7. Treasurer's Report was given by Kathryn Merkel. Kathryn updated the committee on some accrued costs which needed approval.
 - 1) Volunteer Hub expense are \$2044 which includes set up fee of \$500. Motion by Kathryn Merkel Second by Jackie Parente. Motion approved unanimously.

8. Carolina Club venue for the Auction approval for \$3500. Motion by Katheryn Merkel. Second by Megan Olarte. Motion approved unanimously.
9. The cost for the use of Bidpal for the Auction is \$4690. Motion by Katheryn Merkel. Second Jackie Parente. Motion approved unanimously.
10. HSA voted on a \$500 Increase for social budget and teacher appreciation, the implementation of a car raffle at 3,000 tickets at \$25 a piece. We anticipate \$1,000 in expenses. Motion by Megan Olarte. Second by Jennifer Routh. Motion approved unanimously.

11. New Business

- Kathryn Merkel gave an update 2017-2018 Budget and Approval of Final Budget.
- Kristin Aswell gave an update on VolunteerHub. There is a meeting scheduled for 10/2 and 10/4. There will be a discussion on what it does and how it will be used. The school should have Volunteer Hub by the beginning of November. Based on feedback from the HSA, Kristen spoken with Mr. Throm. His is going to work with the office to add a "volunteer" option to the drop down list on the visitor check-in computers. That will allow us to verify unsupervised volunteer hours more easily. We also have the possibility of adding no-hour events so that classes can use the same system for parent sign-ups for parties. We are hoping this will replace sign-in genius for most things. Kristen asked committee chairs to send updated committee description and list of committee needs. A request for individual photos from HSA members was also given.
- Robin McGrath and Stacy Cox gave an update Pasta Night and recap of Ice Cream Social. Working on pricing from Rudino's about \$7 adult \$5 for children \$30 family cap with a DJ and cake. They will need volunteers to set up/clean up.
- Jennifer Routh gave an update on the Scholastic Book Fair which ran from 9/1-9/10. Profit from the fair was \$5463.38 Bertie County collection total was \$133.68 Thank you to Jo Williams for use of the library. Jennifer opted to take scholastic dollars and we used to purchase scholastic magazines and each teacher \$80 dollars. All children benefited. Teacher library

donations had 87 wishes with over 100 books donated. This year we are also doing an on-line book fair until 9/19.

- Sandy Rella gave an update on Halloween Carnival. We have over a dozen individuals to help. Raising the prices on some items: snow cone and cotton candy to \$1.50. We are trying Trunk or Treat. Every class has a volunteer who decorates the car trunk and have the younger kids "Trunk or Treat." Prize for the best trunk decorations. The hallway will also be decorated and used and school hall will have baking, cotton candy, etc Link one room to All Saints Day and put together a "Toiletry bag" for individuals. Motion: Passed by majority. Opposed: Jackie Parente,
- Kelly Hunter gave an update on Cultural Enrichment. Training for how to use electrical equipment will be scheduled TBA
- Julie Malloy gave an update on Academic Enrichment Request for Jo Williams for BOB - Battle of the Books: Amount request \$715. Motion Megan Olarte 2nd Jackie Parente. Motion approved unanimously.
- Jo Williams explained that the school would like to remove the car desks from the library. Ideas: sell them on craigslist and give money to library, give to public school resale, or give to a non-profit. Motion to sell with a week on craigslist by Jackie Parente. Second by Jennifer Routh. Motion approved unanimously. Will need some man-up volunteers.
- Joanne Vance gave an update for Holiday Shoppe and has received 35 requests. Cathy Elmore is still helping with the PR. Joanne needs an in-house PR and help the day of the event. 12/2 is the date.

10. Announcements

- Fr. Rob Currie at STM on Friday, September 22nd
- Pasta Night in Lower School Hall on Friday, September 29th from 6-8 pm
- Middle School Dance # 1 on Friday, October 6th
- Mission Day Collection on Friday, October 6th
- Parish Pride Day on Saturday, October 7th from 9am-12pm
- Next Board Meeting on Tuesday, October 10th

Submitted absences: Paula Ambrozic, Heather Rudd, Sandra Lynch, Robin McGrath, Terri Conner (possible), Beth Brickner

Meeting was adjourned on 9:00 pm