

Lourdes Home & School Meeting Minutes - October
 October 13, 2021
 Lourdes Catholic School Library

Attendees:

| <u>2021/2022 Home & School Board</u> | | Teachers/Staff | |
|--|---|-----------------------------------|---|
| President: Jen Foley | x | Jennifer Alongi | x |
| President-Elect: Denise Howell | x | Amy Paul | |
| Ex-Officio: Megan Stopulos | x | Danielle Behnke | x |
| Secretary: Angie Kaney | x | Sarah Snyder | |
| Treasurer: Jill Tandy | | Angie Gustafson | x |
| Treasurer Elect: Katie Carroll | x | | |
| Room Parent Co-Chairs: Brooke Heckinger | x | | |
| Room Parent Co-Chairs: Meghan Cornish | | | |
| Volunteer Co-Chairs: Jenny Grobstich | x | Community/Committee Chairs | |
| Volunteer Co-Chairs: Amber Edwards | x | Linda Mosher | x |
| Hospitality Coordinators: Sarah Keller | | | |
| Hospitality Coordinators: Alicia Gieck | x | | |
| Hospitality Coordinators: Kate Hanell | | | |
| Hospitality Coordinators: Jaime Youngberg-Dyer | | | |
| Hospitality Coordinators: Alison Meier | x | | |
| New Family Ambassadors: Erin Emerle | | | |
| New Family Ambassadors: Andrea Reilly | x | | |
| New Family Ambassadors: Kelly Kruck | | | |
| Publicity: Becca Armstrong | | | |

Meeting called to order 6:00pm.

1. Welcome & Opening Prayer

2. Approval of Minutes – September 2021 Minutes found [here](#). Approved on October 13, 2021. Approval form [here](#). Brooke Heckinger approved. Jen Foley seconded approval.

3. New Business

Trunk or Treat - Outdoor Event Friday, October 29th – Flyer went out on 10/12/21 (and may need to be revised, see discussion below). Mrs. Heck is leading this event planning (thank you Mrs. Heck!).

- Pizza/Scholarship Money. A discussion took place about offering pizza, and the majority of the group would like it to be offered, to ultimately help raise funds for the DC trip, and also help families who might not be able to have dinner before the event. Approximately \$5 in profit is raised per pizza. There is money raised from the 2019 event for DC Trip scholarships, and the group concluded, with a follow up email from Angie Gustafson, that it makes sense to continue to build the scholarship fund.

- Text to Donate/Pay. We have two MobileCause keywords reserved: “**TRUNK**” for the event and/or “**MIDDLESCHOOL**” for DC Fundraising efforts. Text either of those keywords to 91999, and Angie Kaney can help write the verbiage/messaging. A list of people who have paid can be provided the night of the event. Those who donate via MobileCause will also have a receipt (emailed/texted to them) they can show at the door.
- Cash Payments. Mrs. Behnke will relay to the planning group that it is not preferred to collect cash, (MobileCause keyword/text to donate is preferred method), but if it makes sense to take cash at the event, it can likely be accommodated.
- Parent Help. Mrs. Heck would like to have a chairperson from H&S to take the lead on Trunk or Treat. Andrea Reilly is the 8th grade room parent and can help with it this year. Perhaps the 8th Grade Room Parent can always be the point person?

Pumpkin Carving - more details to come on this, Meghan Cornish is taking the lead.

Halloween Parties. There will be no Halloween parties or costumes or parade at school this year. Room parents are making contact with teachers. Each teacher might allow games/crafts, but don't want the extra parents present or have special treats for the classroom.

Book Fair Update – Kris Girskis and Erin Emerle led a Fantastic Event, with a total of \$8,190 in sales. Chrissy Hayes says THANK YOU on behalf of Starry Night Committee as \$350 in books were donated for student raffle basket/event

Parent/Teacher Conferences. Will be held virtually and in person: October 19th-21st (19th - Zoom, 20th - Zoom/In Person, 21st - In Person). Ms. Alongi recommended no food / light food on Wednesday. Alicia Gieck will work with the team to swap out and have more substantial food on Thursday.

Budget Update. Revised Budget adding in MobileCause fundraising revenue: Back to School Fundraising = \$379.34. Birthday Buddies = \$1789.89

Starry Night Extra funds and Trunk or Treat. We have additional funds left over from Starry Night, and Ms. Alongi, Jen Foley, Jill Tandy, and Sheryl Lackey are discussing school requests to use these funds. Trunk or Treat could potentially use some of the additional funds to cover event expenses: lights, flashlights, sheets, for the Haunted House, etc. H&S usually covers these costs, so more funds will go to DC Trip. There was a suggestion that items could be collected via a signup genius donation request to save on expenses.

Starry Night Event Update – The team has starting to look at roles for the event. If you would like to be on the committee or included on the email list, reach out to Brooke Heckinger, as they have their next planning meeting soon.

School Directory – Total of 345 directories were distributed on 10/12/21. Next year we'll look for parent help/assembly to get it out a little earlier.

1st Day School Supplies and Update – The supplier is looking for commitment early due to supply shortages. Jen Foley will recommend we sign on with them again, and that we continue to ship deliveries to the school, and keep the fundraiser portion at \$3. The group agreed with this plan.

SCRIP update. Katie Carroll reported SCRIP sales are down and is looking for ways to promote the purchase of SCRIP to the community. Brooke Heckinger described the “bonus days” that sometimes take place on RaiseRight (the SCRIP app), and will forward to Miranda Lawrence and Kris Girskis about promoting the “extra” discount/bonuses on FaceBook for the online SCRIP sales. Alison Meier suggested an idea about discounting tuition based on how much SCRIP a family purchases, as is done in other Catholic schools.

- Reporting. Quickbooks is updated on the 15th of the month. It’s a good system for tracking/monitoring. The treasurer can report on this. Katie Carroll can access this information too. SCRIP raised a total of \$1,050 in the last three months. November/December are historically good months for growing SCRIP sales.
- Possibility of earmarking funds raised. There was an idea to earmark SCRIP funds raised to be dedicated to certain causes. Katie will be thinking of ways to increase SCRIP sales and will work on a proposal for driving sales throughout the next few months, and possibly tying it to a certain cause. Please send any ideas for target causes for raising money each month.

Mobile Cause. Ms. Alongi can send a JMC message about MobileCause and subscribing to LCS fundraising communications. There are currently 79 people signed up for communications. Angie Kaney will work with Jennifer Alongi to get the message out to subscribe for LCS fundraising/event communications.

Athletic Director Update. Dan Colbrese is asking for extra volunteers for athletic events. Help is needed with running admissions, concessions, or both. Anyone interested can contact him. There was a discussion about setting up a sign-up genius for parent volunteers. Concessions could be offered (candy, chips, water). Amber Edwards will reach out to Dan with some recommendations for recruiting and organizing volunteers. A question was raised about the potential for Middle Schoolers to volunteer to count toward their Service Hours. Perhaps he could make this a requirement for all families to participate/donate one hour of service per season.

Teacher Update. Becca Ashby -“Thank you so much for all that you do for us! Thank you for all the support and love with snacks in the lounge all the way up to heading up the book fair. We appreciate all the amazing books donated to our classroom libraries”

Principal Update - See Report posted [here](#).

December Events - Christmas concerts, band concerts and choir concerts – still TBD on if they will be in person or virtual.

St Nicks Shop – There is a small group working on the St. Nick’s shop. There are gifts/supplies purchased already. Kris Girsakis is chair for St. Nick’s. Mrs. Behnke didn’t see any concerns with students participating in the traditional experience of St. Nick’s Shop.

4. Wrap Up & Closing Prayer

Motion to adjourn made by Andrea Reilly. Motion Second by Megan Stopulos.
Meeting adjourned 6:59pm.

Meeting Schedule

November - Wednesday, November 10th at 6pm

December - Wednesday, December 8th at 6pm *No agenda - dinner out*

January - Wednesday, January 12th at 6pm

February - Wednesday, February 9th at 6pm

April - Wednesday, April 13th at 6pm

May - Wednesday, May 11th at 6pm

2021/2022 Home & School Board

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President-Elect: Denise Howell

Ex-Officio: Megan Stopulos

Secretary: Angie Kaney

Treasurer: Jill Tandy

Treasurer Elect: Katie Carroll

Room Parent Co-Chairs: Meghan Cornish and Brooke Heckinger

Volunteer Co-Chairs: Amber Edwards and Jenny Grobstich

Hospitality Coordinators: Jaime Dyer Youngberg, Alicia Gieck, Kate Hanell, Sarah Keller, and Alison Meier

New Family Ambassadors: Andrea Reilly, Erin Emerle, and Kelly Kruck

Publicity: Becca Armstrong

Respectfully submitted, Angie Kaney, Secretary