

Lourdes Home & School Meeting Minutes - February
2/8/2023

Location: Lourdes Library

Attendees:

2022/2023 Home & School Board		Teachers/Staff	
President: Denise Howell	x	Danielle Behnke	x
President-Elect: Melissa Nelson		Gloria Mesick	x
Ex-Officio: Jennifer Foley			
Secretary: Natasha Funderburk			
Treasurer: Katie Carroll			
Treasurer Elect: Marie Morlok	x		
Room Parent Co-Chairs: Andrea Reilly	x		
Room Parent Co-Chairs: Brooke Heckinger	x		
Volunteer Co-Chairs: Erin Emerle		Community/Committee Chairs	
Volunteer Co-Chairs: Linda Mosher			
Volunteer Co-Chairs: Karen Moldt			
Hospitality Coordinators: Megan Wilkinson			
Hospitality Coordinators: Sara Pennington			
Hospitality Coordinators: Erin Crigger			
Hospitality Coordinators: Alicia Gieck			
Hospitality Coordinators: Alison Meier	x		
New Family Ambassadors: Elizabeth Torres			
New Family Ambassadors: Alyse Schmidt			
New Family Ambassadors: Julie Rosales	x		
New Family Ambassadors: Kelly Kruck	x		
Publicity: Megan Stopulos			

Meeting called to order: 6 pm

Agenda can be found here: [February Home and School Agenda](#)

February Meeting Minutes Approvals can be found [here](#).

Opening Prayer

Starry Night

- Brooke reported that we have lots of completed baskets made out of the donations from the themes for each class.
- They're still buying a few things to complete baskets.
- Sponsors deadline is next week; firm deadline to be in the video and on signage for the event, but would surely still take sponsorship money up through the event.
- Still trying to encourage and push raffle tickets.
- Looking to announce more in school through the student council to encourage greater participation and sales.
- Trying to get them to reach the goal of \$7,000, which has been achieved in the recent past.

Budget Update

- Denise reported that Katie provided the updated budget for reference.
- Note that the Amazon smile program is getting cancelled. Last year, we received \$551.83 from that program, so we won't be able to include that in the budget going forward.

CSW Last Week

- Great feedback on buddy lunch.
- Thanks to the hospitality committee for their work on this, and on the teacher's luncheon.
- Could improve logistics next year by helping aunts, uncles, grandmas, etc. who don't know where the classroom is for their child.
- Perhaps volunteer runner parents to go get the kids for those who aren't familiar with the school or where the classrooms are located.

Spring Book Fair

- Denise will check in with Kris and Erin

Dine Out Night

- Tangled Wood coming up on February 23, from 5 to 8pm.
- We haven't been told the exact percentage we'll get on their sales that evening, but we were told that the more they bring in that night, the more we receive back.
- We want to promote this. Interestingly, everyone who eats out at the restaurant or gets take-out that evening counts toward the total; they don't have to tell servers they're there to support the Lourdes fundraiser.

Email Efficiency

- Discussion regarding a desire to minimize the quantity of emails coming out from the school on various topics for H&S.
- Megan Stopulos and Megan Wilkinson are working on this.
- They'll be the point of contact to coordinate any necessary communications so that there's one email that goes out per week with all necessary information.
- Mr. Hughes appointed them to be the one contact for any emails that need to go out from Home & School.
- Trying to create efficiencies in these communication so that emails or sign ups don't get lost. We could even integrate this into the Monday message, or perhaps even on the website.

Looking ahead at Teacher Appreciation Week, May 8-12

- Can we do more follow up with Hospitality to see if we have anyone who may have signed up to help with this?
- We think early on in the year, we gave people the opportunity to sign up for helping with future events, so we may have some resources to pull from there.

March Meeting

- We will keep this as scheduled for March 8.
- Some discussion regarding why we haven't had a March meeting in the past, but think the timing this year would be good since it will be after Starry Night on March 4.

Parent Teacher Conferences, March 7-9

- Hospitality will do a meal on 7 and 9 and snacks on the 8th.

- They'll try to do a sign up about 2 weeks prior, so roughly two weeks from now we'll get that sent out.

Trivia Night, Friday, April 14

- This fundraiser will be similar to past trivia nights.
- We're planning to use the OneCause tool to let people register for the event.
- Would like to give people the option when they register a table to add on a tray of Chick-Fil-A nuggets and/or a dozen cookies
- Julie is working on contacting CFA and HyVee to see about donations, discounts, and being able to invoice us directly for a bulk order.

General Discussion

- Discussion generally about Friday nights being better for events like Bingo and Trivia Night, etc. Saturdays are hard for families. Bingo this year happened on the same day as the pinewood derby. Some families were running to get back in time to attend.
- Discussion about doing a survey to solicit feedback from teachers and staff to see what they appreciate, what they like and/or would prefer in terms of birthday celebrations (monthly lunches, or something else?), the CSW teacher's luncheon, dinners during conferences, etc. Hospitality will look into this to gather their feedback and see what preferences are out there that we may not know about.
- Also discussed whether a similar survey could be done with the broader Lourdes community to help people see what H&S plans throughout the year for them and perhaps solicit ways in which they want to support those efforts (donations, volunteering time, etc.) No plans to move forward with this at this time.
- Elections/nominations for H&S for next year are coming up. We need to begin planning for that. Since Hospitality handles so much through the year, we want to revisit adding more support to Hospitality or carving out certain responsibilities to help balance the work. Alison pointed out that we should get the other Hospitality members to weigh in on that.
- Denise indicated that Mr. Hughes is in favor of H&S soliciting families for their involvement, such as participation in H&S or through financial donations. We could consider an approach like other local schools where parents have an obligation to cover a lunch duty or library duty one or two times per year. Perhaps this could be worked into how we approach parents to get people to commit to help through the year in one way or another.

Other events coming up before the end of the school year

- End of the School Year Picnic (last year, Kelly Kruck organized this. It was at Veterans Park; dates get very limited for park availability that time of year. Last year, it was Sunday, May 29, 2022 11:30-2:30. Was well attended; ordered Jimmy Johns). Need to get someone assigned to organize this event. Kelly covered it last year because it hadn't been tended to, so we need to determine who will do it this year.
- Field day – May 30.
- Last day of school – May 31.
- 1st Day School Supplies – President or the last President usually coordinates this. It usually goes out in May and the cut-off for orders happens in the summer.

Closing prayer

Meeting adjourned at 7 pm

Notes prepared by Julie Rosales
Respectfully submitted, Natasha Funderburk, Secretary