

**Minutes from Home & School (H&S) Meeting
October 11, 2023
Library**

Meeting began at 6:04 p.m.

Attendees:

2022/2023 Home & School Board		Teachers/Staff	
			x
President: Melissa Nelson	x	Angie Gustafson	x
President-Elect: Julie Rosales	x	Danielle Behnke	x
Ex-Officio: Denise Howell			
Secretary: Alicia Gieck	X		
Treasurer: Marie Morlok	x		
Treasurer Elect: Becky Burke	x		
Room Parent Co-Chairs: Andrea Reilly	x		
Room Parent Co-Chairs: Cassandra Berneking	x		
Volunteer Co-Chairs: Jill Tandy	x	Community/Committee Chairs	
Volunteer Co-Chairs: Maria Stopulos	x	Katy Frega	x
Hospitality Coordinators: Megan Wilkinson		Kelly Kruck	x
Hospitality Coordinators: Ashley Winters-Ramos	x	Rose Simmons	x
Hospitality Coordinators: Erin Crigger	x		
Hospitality Coordinators: Ellie Kretschmer	x		
Hospitality Coordinators: Becca Armstrong			
Hospitality Coordinators: Alex Bauer			
New Family Ambassadors: Jen Foley			
New Family Ambassadors: Bronya Conner	x		

Newsletter: Alison Meier	x		
Publicity: Megan Stopulos	x		

Agenda can be found here:

Approval for October 11, 2023 minutes can be found: [Here](#)

Opening Prayer

Updates:

- Treasure-elect: Becky Burke! Thank you Becky for volunteering for this important job, made all the more confusing because of the transition to SCCS (Scott County County Schools). Also, it's in the minutes so you're committed now.
- Fundraising – Day of Awesomeness: Official kick off assembly 11/8 @ 2:00

It was discussed how to best allocate the funds and designate their use. We need a clear statement of use for the funds, but we also need flexibility to handle the changes to programming that H&S does throughout the year to meet the needs of the school as they arise.

Megan Stopulous raised the issue about what the new school will need, and we will want to raise money for things the school can take with it to or use at the new building. Items such as uniforms, furniture, playground equipment were discussed as future needs that we can raise money for..

IMPORTANT UPDATE: We can carryover funds from one school year into the next! This is an important change from the previous few years.

New Business:

- Events? Trivia night/Bingo
 - Linda Moser is organizing Bingo event
 - January 27th–Friday prior to Catholic Schools week
 - **SHE NEEDS 2-3 VOLUNTEERS TO HELP, and ideally learn the ropes to take over next year; please contact Linda to assist with this fun event.**
 - Trivia night: No word yet on if we are doing this. It's believed this was/is a fundraiser for the middle school Washington D.C. trip. Melissa will follow up with Brooke Heckinger. (Honestly, the number of times that “We need to ask Brooke Heckinger” was said at this meeting was embarrassing. Apparently, she’s

the Keeper of the Knowledge.)

- “Dine out Nights” or “Cookies and Dreams” options to raise funds
 - **NOTE: WE ARE BROKE. WE CURRENTLY HAVE \$600.** See “Budget” discussion herein.
 - It was questioned whether we used to have a specific fund-raising committee that worked in conjunction with SCRIP. No one specifically remembers, and the Keeper of the Knowledge wasn’t at the meeting to tell us.
- Holiday/Birthday Gifts for Teachers
 - It was discussed how holiday and birthday gifts were handled before a few people complained and ruined it for the many. Because of this, there has not been a consistent way that H&S has addressed the issue. This has resulted in nothing being done in this school year.
 - Discussion if this should be something that room parents take on. It was suggested that room parents could collect money from their class and for presents throughout the year—birthdays, holidays, teacher appreciation, etc. Not surprisingly, this was not met with a great deal of enthusiasm.
 - It was suggested that instead of a monthly treat that is supposed to celebrate all staff birthdays, the teachers would appreciate a light meal or snack on report card days. Everyone was excited about this idea. Except... Who would do this? Hospitality? A different committee? And what would the budget be?
 - Someone asked if we could just give gift cards to the teachers as gifts. That person may or may not have been asking to be obnoxious. However, it turns out that may actually be an option in the future!! This will be addressed next month at the SCCS meeting and either Megan or Marie will report back.
 - Nothing was affirmatively decided. (Sidenote: my room parent contacted the class and asked us to either do something on our own or to contribute to a gift she’d buy and present to the teacher.)

Budget (this will sound suspiciously like last month):

- SCCS Budget meeting
 - WE HAVE NO MONEY. Well, we have \$600. Yay?!?
 - Currently, we are writing checks we cannot cash (to loosely quote the classic 80’s film “Top Gun.”)
 - Currently, SCCS is “fronting” money for Lourdes H&S BECAUSE WE HAVE NO MONEY. We will have to pay this back by the end of the school year..
 - The teacher allotment was increased to \$250, to be uniform across the district. However, this was a \$6,000 budget item we did not expect. And, since WE HAVE NO MONEY is a bit of an issue.
 - However, the ability to carryover money into the next fiscal year will help us moving forward.
 - Marie updated the group on her having access to Blackbaud; will be able to see expenses and income in the system. This is the tool used by SCCS for all H&S accounts. There are still kinks in this system that need to be worked out, but progress is getting made.

- **It was emphasized to all H&S members who incur expenses for events to turn expenses in timely so that these can be updated appropriately.** Process would be for H&S members (and other volunteers expending money for events) to use the credit card that Melissa has in her possession. Then submit the receipt back to Melissa along with the SCCS form indicating who spent it and for what reason so that we can allocate the receipts appropriately. You can also fill out a reimbursement form and submit it.

Committee Updates:

- New Family Ambassador
 - Will encourage Buddy families to check in with their new families
- Volunteer Coordinators
 - Volunteers must have completed training, however it's pretty easy. Katherine Wermes is the contact person for this.
 - Sign-up genius is being used. Also need to take advantage of social media
 - We are getting some new faces!
- Room Parents:
 - Considering a survey about talents and abilities of parents so we can tap unknown resources
 - Probably need to poll the teachers for their needs of the Room Parents so this can be communicated to them, along with the time commitment.
 - We would love to see more Dads involved! Kids love to see their Dads at school.
 - Room parent should be sending out an email regarding Halloween
- Hospitality:
 - Hospitality is a well-oiled machine this year and everything is under control
 - NOTE: Several hospitality members left early. So I may be exaggerating this.
- Teacher Update from Mrs. Behnke:
 - Teachers have enjoyed the meals and snacks provided for conferences.
 - Teachers got a lot of books from the book fair–Thank you!!
 - A request was made that H&S fund the milestone awards for the annual Hunger Drive
- Newsletter:
 - Continued awesome job, Alison! Great resource.
 - Please think through what's in your committee responsibilities and volunteer needs for the month and update Alison Meier if you need something in the newsletter for the next month.

- Timing of the distribution is as follows: Monday – Principal Post; Tuesday – Newsletter

Meeting ended at 7:42 p.m.