

ST. Joseph School

Home and School Association (HSA)

Board Meeting notes Wednesday June 1 2016

Items marked in red *** indicate changes/updates made over the summer months

Attendees

Scott Bannon, Tracey Pertoso, Sue Reitz, Susan Lovell, Jeff Ross, Jen Conlon, Charlotte Hallock, Allyson Kane, Karen Ochterloney

Agenda

Opening prayer/principal's report Scott Bannon

1. Current HSA member picture taken by Kane Photography
2. In review Annual fund is renewable year to year income, assessment is cost of operation. As of today assessment is \$7500.00 In addition to HSA this number is based on 183 students, current number of students is 168 this number will change thru-out summer and fall.
3. Next year 7th grade enrollment may be reduced to 7 students. Currently kindergarten enrollment is 6 students.
4. Mrs Robitaille will be the kindergarten teacher for 2016-17 school year. A New physical education teacher has been hired. Spanish and pre-k positions are still open.
5. The New school calendar for 2016-17 has been approved and is posted on the website.
6. As of today private school busing is still available
7. Chrome books have been ordered. Building and furniture for labs have been organized and paid for by walkathon and grant money. An assembly of furniture party to be planned at a later date. This project is expected to be complete before the start of the school year.
8. A Clark Machine Vacuum buffer has been purchased for \$1500.00 to properly clean the gym floor this can also be used to maintain floors thru-out the school.
9. We briefly spoke about accreditation process for next year and what will be required.

President's Report

1. Allyson Kane has agreed to take over the weekly blast using the program Constant Contact. Mr Bannon and Sue Rietz have volunteered to review the system with Allyson. Jen Conlon will gather all information to be provided to Allyson for posting on the 1st Tuesday after each monthly HSA meeting. Little Flower and other Club events will be included.
2. 2016-17 calendar of events. Jeff Ross provided expense/profit spreadsheet for review.

- a. Harvest Tournament to be shortened in length, proposed dates November 4 -13 2016 Mr Bannon to reserve dates
- b. The sale of the coupon book has been unanimously declined due to lack of interest and the competition of other school sales.
- c. Golf tournament: Jen Conlon to get pricing and availability for both fall and spring dates from Rock Ridge in Newtown Ct. Pat and Jen Conlon will organize event if event is approved for Rock Ridge. *****Agenda item voted and approved 6/7/2016.**
- d. Yankee Candle: unanimously approved. Tracey Pertoso to organize. Date of release to be determined.
- e. Christmas festival to be left on calendar for 1st weekend in December. However event will need to be re-evaluated. It has been determined the sale of trees is labor intensive, this year perhaps the sale of Wreaths only. Topic to be discussed further during September meeting.
- f. Auction date and venue to be determined. Venue capacity will need to be increased if Peter Brady will be honored. 2016 approximately 200 guests were in attendance. *****Agenda item voted and approved on 6/15/16 Amber Room March 11 2017**
- g. Bingo: Charlotte and Ray Hallock to continue chairing event for 2016-17 school year.
- h. Scrip program: Jeff to confirm if Tina will continue to be the point person. Increasing information and ease of setting up accounts for incoming parents discussed. Options include demonstrations during meet the teacher night and/or making it a part of the Ambassador program.
- i. Majority voted against American pie fundraiser for the 2016-17 school year. Susan and Allyson voted in favor. The option for alternative pie company fundraiser events to be left open.
- j. Spirit wear to continue with Lisa Sweeting. Options to improve profit to be discussed further.
- k. Grandparents day to be November 29 2016. Tracey Pertoso and Jen Conlon to chair the event.
- l. Power to Prosper greater giving to be held on November 11 2016
- m. Hockey family night date to be determined. Sue Reitz has volunteered to organize event.
- n. Lenten Fish fry. To be determined if this should be exclusive to Friday's during lent and how this would affect bingo. Another option would be to tie into Saturday confession. Option to be discussed and reviewed with Fr. Oneill
- o. The potential for adding the following was briefly discussed.

- Wine tasting
- Baby/Student sitting for Parent shopping night during Christmas season and/or date night.
- Movie night in the school gym perhaps purchasing a projector jointly with the parish (Church currently has committee looking into this) I will request to be included and advise HSA ***** I spoke with Fr Oniell he was fairly certain the church will not follow thru but was open to the discussion of the school using the church for a religious movie night.**

Vice President report

1. Power to Prosper to host 10 Masses for our school sponsors thru-out the school year, starting on June 10 2016. This will include a basic breakfast of bagel and fruit. HSA members are encouraged to attend. A tour of the school to promote SJS “as we are” to our supporters will be available depending on who is in attendance and interest from attendees.

Treasurer’s report

1. Current balance in regular account approx. \$13,000
2. Bingo account approx. \$5,000.

Open forum

1. Jen Conlon states she has a good handle on advertising on the board in the front of the school. Susan also available to assist.
2. Allyson Kane and Karen Ochterloney to research pricing for sponsoring spring and fall sports team, this will include softball and soccer **** agenda item sent out to vote final vote pending.**
3. Research needed to advertising on Brookfield park and rec. fencing surrounding lower soccer field. I neglected to notate who if anyone volunteered to do this.
4. Academic and community sponsorship awards for students was discussed. Criteria and scheduling will need to be worked out in detail before moving forward.
5. Jeff Moxim outing sponsorship of “tee was discussed and unanimously approved by all in attendance at a cost of \$125.00 Jeff is a St Joseph parishioner. This will reinforce a community commitment and provide positive advertising.
6. Clam bake/family picnic to be added to schedule. June 2017 date to be determined. Jeff Ross volunteered to organize event.

Misc.

1. Tax forms for sponsors to be emailed to eliminate cost of postage.
2. Confirming Volunteers complete Virtus training was briefly discussed.

Next HSA meeting Wednesday 7pm September 7th 2016