

HSA Meeting

8 November 2022/ 6:30 PM / Holy Spirit School

Attendees

Amber Caron, Trista Henning, Jenna Ugorowski, Amy Heimer, Mary Hust, Kristi Franta, Christina Proshek, Danyel Herzog, Jessica Muth, Nicole Forliti

Notes

Principal's report - Amy Heimer

- Start of second quarter - thank you, everyone for the conference meals!
- Pilgrimage update - wonderful visit, learned so much, will continue to share more about the pilgrimage with the students
- Praying the Rosary 11/9 - communal service and students can bring rosaries
- Thanksgiving Vacation: No School Wednesday 11/23-Friday 11/25
- Extended care updates
 - Still looking for help for 3,4,5 year olds - to work with Shayla after school
 - Staff members have been stepping up to help and keep ratios- THANK YOU!
- Christmas Concert
 - Mrs. Sears will send information on this
 - Location: Lourdes Auditorium
 - Date: December 15th
 - Time: 6:30pm
- Breakfast with Santa
 - Location: Lourdes
 - Date: December 10th
- Preschool concert
 - Location: Holy spirit gymnasium
 - Time: 10:30am
 - Date: not set yet (12/14??)
- Kindergarten Thanksgiving Feast
 - No school lunch that day for kindergarten
- 3rd grade "voted" 11/8 for election day- they had fun and it was a great learning experience
- Art work/projects with the different grades - Ms. Heimer works with each class throughout the school year - the kids really enjoy it
- Teacher observations throughout the school year - these are scheduled and unscheduled

Activities/Events Discussion - Trista Henning

- Christmas concert

- We need to connect with Taher to get cookies in Lourdes auditorium
 - Jason - head chef
- Update on space: we will need to share commons area with girls basketball that night
- After discussion, we are leaning towards NOT having cookies before the event since:
 - Location has to be in the commons
 - the space will be shared with girls basketball team
 - we have to go through Taher (cost)
- Could we give them a treat to-go? (cookie, candy cane, etc.)
 - Ms. Heimer will verify if we can do this
 - Set up a table outside?
- Donations
 - Pass an offering basket around at the concert
 - Fund would go toward a specific fundraiser: classroom enrichment and HSA operational cost/support our students through HSA
- *Vote: Trista Henning made a motion to allow treats and collect money/pass basket around at the December 15th Christmas concert, Jenna Ugorowski seconded the motion, all in favor. Approved.
- Volunteers for Christmas concert
 - People to pass out treats
 - 2 table runners and basket ushers

Upcoming Events Discussion - Amber Caron

- Christmas Staff Appreciation Breakfast
 - Discussed and decided on Date: Tuesday December 13th
 - Snow day back-up: Wednesday December 14th
 - 2nd grade families volunteering for this event
 - Everyone on staff gets the cards and gifts of money
 - ~40 people on staff at Holy Spirit
 - Mary Hust: has always calculated the numbers/gifts of money. Usually it takes a week between when the letter is due and the date of the breakfast.
 - Scheduled communication on Friday November 18th - Broadcast (Amy Heimer)
 - Money/donation is due on December 2nd
 - if someone donates greater or equal to \$250 then we need to provide a receipt
 - Will need letterheads for this
 - Schedule a day to volunteer and sign letters
 - The week of December 5-9
 - This year - HSA board members will work together to count the money, sort, etc.
 - Venmo to collect money? - HSA does not yet have one
 - Danyel Herzog will look into venmo
 - *Vote: Setting up an HSA venmo, sending out Christmas letter on 11/18, due on 12/2 with TBD date of card signing week of 12/5-12/9 with anticipation of breakfast on December 13th. motioned by: Mary Hust, Seconded by Tina. all approved.

Catholic Schools Week Needs - January 30th - February 3rd

- Ways to celebrate? Will continue to discuss:
 - Sledding - 4th graders make a sled out of cardboard
 - Hot cocoa
 - Hearts: "Why we love Holy Spirit Church"
 - Non-uniform days
 - Ms. Heimer will get more specific plans
 - Pancake breakfast at mass the Saturday before Catholic Schools week? The Knights of Columbus, Teachers work it too?

Glow Run

- Dates:
 - Kickoff - Thursday 2/9
 - Run - Friday 2/17
- Sponsorship
 - Last year we got 7 sponsors
 - when we get sponsors, Booster does not take a cut from that money
 - We would like to increase our sponsorship donations
 - Are there ways that families could sponsor?
 - Met with Booster -
 - You can ask the families for sponsorship money
 - list families names on a banner in school (if they want their names listed)
 - Ideas for sponsorship
 - Could we have classrooms as the Sponsors?
 - Idea: Become a sponsor, name goes on a Shirt
 - Communicate with Lourdes - let them know what companies we have reached out to in the past, we advertise on Broadcast, facebook page, and the companies have reached out to us - the companies have all had ties to Holy Spirit
 - Amber Caron recap: Sponsors - we will send out a letter explaining that 100% of sponsor money comes back to Holy Spirit - families and/or businesses can sponsor
 - Sponsorship doesn't go towards your child earning prizes
 - Sponsorship has gone toward funding our T-Shirts
 - Will plan to work on the letter and Amber will send it to meeting attendees so we can edit/review, etc.
 - Booster info: individual donations have remained steady, and sponsor dollars have reduced. Raising about the same, but the way they are raising money is different.

Fundraiser Updates - Amber Caron

- Each year we can only do 2 fundraisers - will contact businesses, check master calendar, then schedule
 - Movie Night - is our other fundraiser
 - Donation night - Christmas concert

- Last year we had a bunny cake fundraiser through Canadian Honker - 50% of the profits of bunny cakes sold in 1 night
- Other Ideas
 - Victoria's - dinner night
 - Sorelina's - dinner night
 - Noodles and Company, Pasquale's, the workshop, Nothing Bundt Cakes, Sweet House Bakery
 - "Muffins with Moms, Donuts with Dudes"

Budget Update - Danyel Herzog

- Teacher requests - Danyel has a plan for this
- For the Christmas concert - will need Venmo code set up and list of donors to provide receipts
- One big expenditure last month was for the Lego robotics club - the kids were SO excited! The kits she cant use anymore - she is working on ways to use them creatively. Create a lego library - rent it out for a few weeks, etc. newer ipads can run these
 - longevity of these kits: they last awhile. Our computers/ipads wont work on the "old ones" - Amber Caron will gather more insight/information on this
- Funds Requests
 - No new requests
 - Update from Mr. Graham's request for soccer nets. He will ask later in the year once our budget is better established - maybe use fundraiser funds (Glow Run)

Next Meeting:

Monday, January 9th 2023 @ 6:30pm