

# HSA Meeting

9 May 2022/ 6:30 PM / Holy Spirit School

## Attendees

Trista Henning, Amber Caron, Liz Hartogh, Christina Proshek, Jessica Vandermark, Amy Heimer, Jenna Ugorowski, Chloe Schluttner, Alisa Becker-Dunn, Kristi Franta, Kristi Penza, Theresa Hanson

## Notes

- Treasurer position
  - Job title
    - Manage the bank account - we currently just have a checking account
    - Keep records
    - Come up with a budget - work on this with the HSA members
    - HSA is now officially a non-profit organization
  - We will have an accountant moving forward to assist us moving forward and for additional support (see below for pricing)
- Budget Update
  - Purchased equipment for physical education and books for the library
  - Accountant
    - Cost is \$350 annually to audit/file taxes
  - We should carry insurance (since “we” are hosting the event, then “we” (HSA) need insurance)
    - Cost through AIM - \$85 per year
      - 1 million dollars in protection and protection against embezzlement
- **Motion to switch from Merchant’s bank to Think bank**
  - Kristi Penza forwarded the motion, Amber Caron seconded the motion and all approved/in favor to CLOSE our account at Merchant’s bank and switch to Think Bank
- Principals’ Report
  - First Communion Mass
    - Formal dress/attire
    - cupcakes and lemonade with a small gift from HSA will be provided
    - Father Sauer will be providing mass
  - 5th grade celebration
    - June 2nd @ 2pm - leave at dismissal
    - Photo booth area
  - Spring Concert
    - Patriotic Theme

- Preschool May 25th at 10:30am
  - School age May 26th at 1pm and 2:15pm (based on last name)
- Enrollment
  - School enrollment in general has increased
  - 2nd grade enrollment - weekly discussions with leadership, board of trustees, etc. to determine class sizes
  - Question: other schools - how do they cap their class sizes?
    - Working on system-wide decisions
  - Question: Full-time para - how do we get that?
    - This is a decision made through a process with leadership
  - Class size trends: smaller class sizes in 4th, 5th grade
  - Current 2nd grade class going into 3rd grade is 25
  - Current 1st grade going into 2nd grade is 29
  - Current Kindergarteners enrolled for fall is 40
- Tuition
  - Tuition statements are in “progress” we have been told by AnneMarie Vega
  - Will be switching to Blackbaud for payments
    - A portal system for payments
- End of year school mass - Last day of school
  - Mass at 10am
  - Parents can sit with students at mass this year!
- Spirit Days - Grades K-5 - May 27th 12:45pm - 2:45pm
  - Rain date is June 1
  - in the past it has been called the “Olympics”
  - Volunteers - have 9 spots filled out of 16
  - This is posted on facebook page as well
- Current Activities/Events
  - “Welcome to Summer” event
    - all students will receive a flower lei, hawaiian themed treat
    - staff and volunteers to wear hawaiian shirts and skirts
    - speakers, music and fun at last day of school dismissal
    - no car line at all this day - we will notify families
    - For preschool - will deliver lei’s and freezies to classroom on their last day
  - Glow Run 2023
    - February 10th - kick off
    - February 16th - Glow Run Event
    - working with Booster company (same as last year)
  - Holy Spirit Fall Formal - work on the name so it is not confusing
    - November 4th - end of quarter and no school for students this day
    - Proposed time: 6-9pm

## Next Meeting:

Will resume Fall 2022