

# RSPS HSA Executive Meeting Agenda

Monday, 9/16 at 2 pm

RSPS HSA Focus:

*Inclusive Community- Faith Centered- Academic Excellence*

<u>Meeting Outcomes:</u>		
By the end of this meeting, participants will have:		
<ul style="list-style-type: none"> <li>- Heard updates on various topics associated with our school and operations</li> <li>- Scheduled upcoming events</li> <li>- Reviewed previous actions items and determined new action items</li> </ul>		
<u>Meeting Roles:</u>		
<b>Time Keeper</b> <i>Help facilitator keep track of time for each action item</i>	<b>Meeting Notes</b> <i>Take summary notes &amp; decisions for each action item and record action items as they are decided upon</i>	<b>Review of Action Items</b> <i>Take the group through each action item and determine if any follow up is still needed</i>
Niki	Delyza	Mandy
<b>Attendance:</b> Rosanna Rensberger, Tracy Underwood, Mandy Dishon, Jessica Dove, Niki Honza, Sarah Merriman, Katie Huber, Delyza Howard, Maria Calvery		

Time	Agenda Item	Facilitator
<b>2:00-2:05</b> 5'	<b>Opening Prayer</b>	Rosanna
<b>2:05-2:55</b> 50'	<b>Position Updates:</b>  <b>Resurrection/St. Paul's Updates-</b> -Coming soon a virtual pilgrimage (that is recognized by the Vatican) for both parishes and was reported school will take part in this during a school day as well -Youth Ministry <ul style="list-style-type: none"> <li>• reports on busy summer of well attended programs</li> <li>• 11/8/19 is youth ministry bag bingo fundraiser</li> <li>• Oxygen and Life Teen begin 9/27 and 9/22 respectively</li> </ul> Notes: - They are trying to do a fall fundraiser that they are discussing but it does not impact us	Position Chairs

	<p><b>Treasurer-</b> <i>(Keep an accurate account of funds; ask Sharon to post financial reports on the school website; make all records available for HSA meetings; chair fundraising committee {Christmas Crafts (Katie Huber and Jessica Nelson); Spirit Wear (Megan Timmins), O's Night (Andy Funk), Used Uniforms (Kachana Perera), Breakfast with Santa (Chris Rotunda and Chris Orange), Trees &amp; Greens (MISSING), Restaurant Night (Jennifer Ford), Scrip (Jessica Dove), Cookbook (Holly Evans)}</i></p> <p>-Budget update -Committee Check-Ins</p> <ul style="list-style-type: none"> <li>● Christmas Crafts-Jessica Nelson &amp; KatieHuber will co-chair. Hoping to pull in 8th graders to run the even (Katie).</li> <li>● Spirit Wear- Megan Timmins will be taking this over. Maria sent her the information she researched.</li> <li>● Used uniforms-Kanchana Perera. <ul style="list-style-type: none"> <li>○ Used uniforms sales have been extremely successful!</li> <li>○ Handful of recent requests- directed calls to the office</li> <li>○ Uniforms sale mid-late October. <ul style="list-style-type: none"> <li>■ Dates?</li> </ul> </li> <li>○ Kanchana was considering doing an online inventory, but it was agreed not to.</li> </ul> </li> <li>● Breakfast with Santa- Chris Rotunda will let us know if he needs anything. Are we still looking for someone to do Santa's workshop and Trees and Greens? (Mandy)</li> <li>● Restaurant Nights-Jennifer Ford. <ul style="list-style-type: none"> <li>○ Jennifer Ford has an extensive list thus far.</li> <li>○ List appears in the Sunday news &amp; Notes.</li> </ul> </li> <li>● Scrip-Jessica Dove. Met with Sharon and the plan is to place and fulfill orders on Fridays. She plans to place info and market the program via parent connect. <ul style="list-style-type: none"> <li>○ [KatieQ--should we send a flyer via Wed folders?]</li> </ul> </li> <li>● Cookbook-Holly Evans <ul style="list-style-type: none"> <li>○ First meeting is on the 26th.</li> <li>○ Info from 2 cookbook fundraiser companies and we will go over that info and decide which one we want to go with.</li> <li>○ Tasting set for the night of the Multicultural night.</li> <li>○ FB group created for the committee</li> </ul> </li> <li>● O's Night- Andy Funk will be helping again this year. <ul style="list-style-type: none"> <li>○ Spring game.</li> </ul> </li> </ul> <p>Notes:</p> <ul style="list-style-type: none"> <li>- Not a lot to the budget at this point</li> <li>- The only thing we have hit so far is from used uniforms (\$2,200)</li> <li>- There are a couple of liabilities (gifts of gratitude) that need to be cleared up from last year &lt;money that was donated after the cut off&gt;. Mandy will be meeting with Christine Divver and Sharon Tornatore to discuss AOB regulations.</li> <li>- Cash flow looks good and not any expenses thus far</li> </ul>	<p>Position Chairs</p>
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- We ended our year in the positive when we thought we would end in the negative
- SCRIP could negatively be impacted if Gifts of Gratitude distributes checks rather than gift cards to teachers. Scrip typically brings in \$1800 annually.
- We should have regular check- ins on income throughout the year
- Megan Timmins will be working on Spirit Wear.
- We could plan a used uniform sale prior to winter uniform switch over (possibly BTS Social on Oct. 11th and Parent Conferences on 17th) (Katie will contact Kanchana)
- Cookbook - Holly is working hard on it already - she wants to have a tasting
- SCRIP - placed orders on Monday and come in to place orders on Friday; Jessica will put something in the newsletter for families and we will also put info on website for families
- Jen Ford is on top of all of the restaurant night fundraisers
- \*We can use the wipe board to promote restaurant nights
- BWS seems to be rolling except for Secret Santa Shop and the outdoor portion of the Trees and Greens \*Check with Chris about the Secret Santa Shop - Vanderwinkle-?

**Room Parents-** *(Serve as room parent coordinator; chair the volunteer committee {coordinate volunteers; coordinate room parents})*

-Update

-Mandy spoke to Christine Divver about Gifts of Gratitude, and a meeting needs to be scheduled with Sharon Tornatore.

Notes:

- Meeting with parents on Thursday
- Missing 1A, 2A, 2B, 7th grade, 8B
- Planning to change middle school
  - Graduation will be done with 6th and 7th grade together
  - Dance: giving them exactly what is needed in terms of materials
  - Sarah and Niki will oversee what gets pushed out to 6th and 7th
- Volunteers for recess will also be set up
- There is a question as to why we don't have enough people to support. Is there a better way to advertise for this?

**Vice President's Notes-** *(Serve as president when Mandy is unable to attend; be an unofficial member of all committees; chair the hospitality committee {International Night (Natalia Guzman), Happy Hour (Maria), Baking Committee (Yanessi Morale), Back-to-School Social (Maria), Christmas Coffee (Maria), Movie Night (Maria)})*

-Back-to-School Social

-Happy Hour

-Cultural Night- Natalia Guzman may need to change the date. Is going

to reach out Stephanie and Rosanna to check dates.

- Baking Committee
- Christmas Coffee
- Movie Night

Notes:

- Back to School Social
  - Grilled Cheese and Kona are coming. Brick-n-Fire needed a set number of people. Will look into other food options.
- Christmas Tea is set at Kelsey's (Dec. 6th)
- Monday, 9/30 HSA will donate breakfast for staff retreat. Sarah is looking into pricing. Still need someone to deliver food at retreat. (?)
- International Night - Mandy spoke with Natalia, and she needs to change the date. Natalia will email Stephanie, Rosanna, and Mandy to confirm a new date. She will also post on Parent Connect to ask for parents to join the committee.

**President's Notes-** (*Preside over all meetings; be an unofficial member of all committees; coordinate meeting dates, locations, and times; develop agendas; serve as liaison to the School Board*)

- Back-to-School Nights seemed to be a success!
- Good feedback on the new layout of BTSN with speeches in the Church
- Teachers are being contacted about updating their school supply lists, and gift certificates were emailed to all parent volunteers. Did we receive the check from EPI yet? (Mandy)
- School Board meeting tonight
- Sarah arranged for Dr. Jennifer Nail to do a presentation at the General Meeting on the 23rd about childhood anxiety.. She will be doing a 30 min. presentation at the beginning of the meeting. Sarah also created a flyer to put on the school's media sites.
- Sharon Ziegler from the school board reached out about a speaker for the spring assembly. Kelly Marino was willing to do a 45-60 min. Presentation on the Apparitions of the Holy Family. "Her thought was that Mary gets a lot of attention for her apparitions, but that it is important for everyone to know that it is not only Mary who is appearing in Church approved apparitions. Since we have the Lourdes Virtual Pilgrimage scheduled for early December, perhaps Kelly's talk would be better held in the spring?" (as written from Sharon).

Notes:

- Agenda will be created for the meeting on the 23rd (Mandy)
- School Supply Lists needs to be revisited. Tracy Underwood reached out to teachers and asked them to update their lists.
- Google Form - 2 question survey (Screenagers, Exec Functioning, ...)
- Consider having Kelly Marino come and do a presentation on a smaller scale, separate from the HSA

	<p><b>Principal's Notes-</b> (extensive notes provided separately)</p> <p>Catholic Identity  Curriculum  PBIS  Grandparents' Day  Room Parent Meeting  Fall Festival</p> <p>Notes:</p> <ul style="list-style-type: none"> <li>- Catholic Identity <ul style="list-style-type: none"> <li>- Two grades per mass</li> <li>- The school will be hosting two seminarians</li> </ul> </li> <li>-Lunches for the homeless are starting in Oct.</li> <li>-New Teachers will not be here on Grandparents Day due to new teacher orientation so those grade levels will be combined (Grade level homerooms will be combined for age appropriate STEM activities)</li> <li>-The school is focusing on the Danielson Framework for Teaching this year. Principals and Vice Principals from other AOB schools visited today to observe teachers and provide feedback on evidence of the Danielson domains.</li> <li>-DI Lab is almost done; tech integration is going well</li> <li>-Added the learning resource lead (Andreas) and working to grow that program</li> <li>-Two teachers will be trained in Orton Gillingham (will have three by the end of the year). This program will address the needs of our dyslexic learners.</li> <li>-Just got approved for the Art in Residence group for the 4th grade</li> <li>-Middle School - Ed Camp was done to set the expectations for the year</li> <li>-Lots of building improvements have been made</li> <li>-Fundraising committee - trying to reduce to a one time ask (\$250) for parents to donate to the Annual Fund</li> </ul> <p>Renovating recess is going well</p> <p>-</p>	
<p><b>2:55-2:57</b>  <b>2'</b></p>	<p><b>Previous Items:</b>  None</p> <p>Notes:  -</p>	<p>Mandy Dishon</p>
<p><b>2:57-3:00</b>  <b>3'</b></p>	<p><b>New Action Items:</b></p> <p>Notes:</p> <ul style="list-style-type: none"> <li>- Speak to Chris/Chris about BWS needs</li> <li>- Speak to Natalia about International Night</li> </ul>	<p>Mandy Dishon</p>

	- Find out about Screenagers	
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