

## Home and School Meeting Minutes - August 2, 2016

**MISSION STATEMENT: St. Charles Parish School in Hartland, Wisconsin nourishes and grows a vibrant Catholic community committed to innovation, responsiveness and compassion as it prepares and challenges students in their intellectual, spiritual and moral lives.**

**In Attendance:** Christina H., Erin P., Sharon F., Laura A., Robin T., Wendy C., Liz M., Mary-Ellen K.

**Opening Prayer:** All

**Minutes from previous meeting:** Approved

**Financials** (*Robin/Christina*):

- Scrip profit was \$2393 over \$13000 budget for 2015/16; budget for 2016/17 is \$14000
- Scrip/volunteer hours that were billed out over summer will be reported with 2016/17 financials

**School Commission Updates** (*Christina/Laura*):

- No July meeting; next meeting on 8/16 or 8/23
- New members this year include Julie Kirby (policy review), Dave Burns (finance), and Bernadette Mesenbrink (finance)

**Fundraising** (*Robin*):

- Communications- would like to develop a "Did you know" flyer for various fundraising and how it works, can be included with new family info and available at parent nights, etc.
- Christy Cochran will be taking over box tops and soup labels
- Scrip sales
  - Will continue with sales Thursdays after school
  - Need to have additional on hand around Christmas
  - Discuss with Jill B. that we would like Scrip at Meet & Greet, as well as both parent nights
- Amazon Smile
  - Looking at how to promote more, include that Amazon GC are available on Scrip Now
  - Still waiting to get final contribution number from 2015/16 year
- Dress Down Pass Sale
  - Beth Bergman continuing with sale, but one week earlier this year
  - Will have forms available to fill out on parent night, but distribution not until Oct. 1
- Magazine Drive
  - Looking for a new coordinator
  - Will include how it benefits the school on the fundraising did you know
  - Publicize that it includes online subscriptions

**Communications (Christina):**

- Will plan to send 1<sup>st</sup> Home and School newsletter at the end of October (end of 1<sup>st</sup> quarter)

**Calendar (Robin):**

- Need to finalize dates for Endter's nite out
- Parade is July 25, 2017
- Remainder of calendar up to date

**Social & Relationship Building (Erin P.):**

- Trivia Night planning on track, will have flyer from last year updated to distribute
- Movie nights are set for the year
- Erin will run 1<sup>st</sup> day of school parent coffee social under this group (rather than hospitality)

**Enrichment (Sharon F.):**

- August 10 – Day for girls ages 6-12 will be from 10-2; Sharon will buy the lunch items
- Monthly girls groups with Schoenstatt
  - Will run Sept-May on the 3<sup>rd</sup> Wed. (Dec & April will be 2<sup>nd</sup> Wed.)
  - Plan to charge \$25/girl for the year and make donation to Schoenstatt
- 'Effective Parenting' talk set for Oct 18 630-8p (added to calendar)
- '5 Love Languages' talk will be Feb 11 (added to calendar)

**Community and School Services (Robin):**

- Uniform sale is set 8/12-21 in Borromeo room; would need to move if event needed in Borromeo room

**Community and School Relations (Wendy C.):**

- Ice Cream Social – All set, working to keep cost down, will have totes with info for new families
- Buddy Families – Have already been assigned and many have already made contact with new families
- Meet & Greet and Parent Info Night- Will have a table with spirit wear, laptop to sign up volunteers
- Soles Walk - Committee is Jenny Burns, Heather Kuss, & Ann Pardee
  - Have many ideas already planned for fundraising
  - Will need an incidental budget (out of Soles profits vs. marketing budget)
- All staff Breakfast – August 25
  - School – will provide juices and baked goods
  - Parish - will provide egg bakes and coffee
  - Need 1 volunteer to help in the AM
- 1<sup>st</sup> Day teacher breakfast
  - Hospitality group will handle
- Teacher gifts – Wendy will do; has 4 months where teacher gifts will be done

- Room Parents - Look at how to ensure there is equity between classes with buying gifts for Christmas, End of year and/or Birthdays

**Volunteering** (*Mary Ellen*):

- Requirement will remain 40hrs/family
- VP of Community & School Service Posted (previously Renee Horning)
  - Need to decide if we want to continue with this positions or not, all groups that it oversees have chairs.
- Finalizing Sign-Up genius, will not publicize it is up until school forms go out on Aug 8.

**Next meeting September 6<sup>th</sup>, 2016 at 6:30pm in the science room.**

**Everyone is Welcome!!**