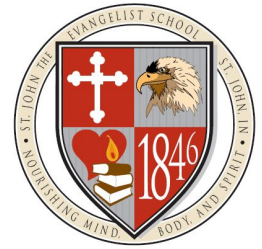


Home & School Association



Meeting Minutes October 18, 2023 6:30 PM

Attendees: Megan Lowe (President), Heather DeJarlais (Treasurer), Matt Fisher (Secretary), Katherine Fredericksen (Principal), Frank Mikesic, Jeanne Lukac, Jamie McGarry, Mary Skocik, Jen Emerson, Jennifer Jara, Olga Cervantes, Candace Kil, Ethel Menezes, Nicole Watkins, Marie Reblora, Liz Sheeran, and Danielle Copak.

I. Opening Prayer

The meeting commenced at 6:36 PM following an opening prayer. Introductions were made and Ms Lowe led off discussion of the agenda items.

II. Race For Education (Friday, October 20th)

Over \$17,000 accounted for so far, donation activity has been good.

- Spirit wear, gym shoes, water bottle
- New Race T-shirts! Will be distributed at school on Race Day.
- Walk times a bit different due to mass and the Race occurring on a Friday.
Grades 1-4 and Preschool: 10:00 – 11:00 AM
Grades 5-8 and K: 1:15 - 2:15 PM
- Volunteers needed 15 minutes prior to walk time

Local law enforcement will be present and have already given feedback that the Race Day t-shirts are a helpful addition in order to facilitate monitoring of SJE students. Question from attendee: How far is the walk? It is to Prairie West Park and back, a short neighborhood stroll.

III. Treasury update (Heather)

We are getting everything paid associated with bathroom remodels and painting projects that occurred over the Summer. We are helping with Enrichment this year that takes place on Mondays. We are covering certain expenses such as Spanish class project supplies for 8th graders. Our teachers involved with Veteran's day put force money for snacks and drinks which HSA is looking into help fund. 8th grade is doing a Chicago church tour for \$3,000 (\$90 per student) that needs assistance. Ms. Fredericksen added that the tours would be a cool experience for them to see the many of the most breathtaking churches in Chicago. The cost would also include food. The expectation is that each of the other grade levels will likely have field trips this year (at least one) as bus availability is finally back to normal since the pandemic. Many teachers are already in the process of organizing ideas and cost estimates. Ms. Lowe made a motion to fund one-half of the cost of the church tour field trip for the 8th graders which passed with no dissenting votes.

IV. PASS (Jamie) donations: <http://pass22.givesmart.com/>

For anyone new to the school, HSA started this program a couple years ago, the Parent Assisted Salary Supplement (PASS) which is a fund available for parents to contribute donations at any time during the year in lieu of individual gifts between parents and teachers at holidays or year-end. The program has made a significant positive impact for all the teachers. Nearly \$55,000 was raised in 2022-23 school year. Ms DeJarlais added that \$31,350 was paid to 39 faculty at Christmas break and at year end we paid \$32,750 to 42 faculty.

We intend to really pick up with donation efforts starting the week after Race as to not distract from that event. \$60,000 is the goal for this school year [2023-24], \$30K before Christmas break and another \$30K for year-end.

Discussion followed about potentially recording a video describing the program and its positive impact to play at Spring Fling or other appropriate functions.

V. TRIP (Danielle)

TRIP is essentially a program for families to buy gift cards and for each one you receive a % that comes back to you in tuition credits. We started doing it on-line a couple years ago. You can use it to buy big-ticket items or just smaller items you have to buy routinely anyway that can accumulate and result in big tuition savings. If tuition credit isn't needed in your situation, the credits can be used for the teachers' wish-

list funds or to fund other eligible costs [such as iPads. See <https://www.sjeschool.org/t-r-i-p>].

VI. HSA Support of School Safety Initiatives

Special safety initiatives are being taken by the school. We just received an estimate for special film to go over all glass entrance doors to protect from glass scattering if it hit by projectile. The film also keeps the rest of the pane together around any holes that are made to prevent easy entry. The estimate came in at about \$7400.

Once we have a better idea on the amounts that come in from Race and get some other cost estimates in we will discuss/finalize what items to fund. We are also getting estimates for door-stoppers that can enable teachers to lock-down their classroom door in seconds. Also “lock-down buckets” that contain survival supplies for the classroom to use, if necessary, in the event of a lock-down.

VII. Monthly Teacher Treat Cart (Tuesday 1x each month)

- Organized by Jackie Tuley & Megan Lowe
- Donations Needed
 - Monetary, In kind, Gift Cards, seltzer water, snacks
 - Send to school “Attn: HSA” and/or bring to HSA meetings
 - Walmart Wish List

Question: How many of each item do you recommend? Answer – there are about 40 staff members, but doesn’t mean we need 40 of any 1 thing depending on selection of other items.

We are bringing back two (2) treat carts, normally on Tuesdays. In the past they have been very much appreciated by the staff.

VIII. Monthly Student Treat Cart (Spirit Days 1x each month)

At request of students, nearly every class Student Council requested bringing back the treat cart. We are going to fund the first round. \$1 per item which will generate profit for the Student Council.

- Student Council (sponsored by HSA)
- \$1 per “healthy” NUT FREE treat
- Donations Needed
 - Monetary, In kind, Gift Cards
 - Send to school “Attn: HSA” and/or bring to HSA meetings
- Volunteer needed for Costco/Sams Shopping for treat items for the different classes/grades.
- Benefitting Student Council

First one will be in November.

IX. Copy Aids: We need two or three to volunteer for an hour per week of your choice. You’ll be trained on how to use machines and get your volunteer items. Sign-up on HSA page (<https://www.sjeschool.org/hsa>)

X. Grandparents Day Postponed due to HVAC issues in the gym. Parts for the repair will not be available until Spring. Discussion about maybe having it near Mother’s Day, but can’t really plan for anything until we get closer to knowing the repair schedule.

XI. All Saints Day Parties (Wednesday, November 1st)

- K-4th parties at 1:45pm
- 5-8th 2nd Floor Fun “Pizza Party” Lunch! 11:50AM
- Preschool: coordinate with teachers

We are aware that nearly everyone has been contacted by room parents. If not, you will be hearing from them soon as party planning is well underway. All kids encouraged to dress up!

XII. Men’s Club Meeting & HSA Presentation (Thursday, November 2nd)

We will talk about our initiatives (Safety) and see if they can help out with costs. Please encourage your husbands to attend, they are looking for new members and they are a fun group!

XIII. Thanksgiving Food Drive (November 6th – 14th)

We are donating to Catholic Charities. We collect the food on big tables for each grade to bring assigned food items in (we will determine by grade). On the 15th we pack up and on the 16th parents volunteer to deliver and student council assists with loading vehicles. Drivers volunteer, usually 6 cars/vans. We then do the same process for the Christmas drive.

XIV. Veteran’s Day (Friday, November 10th)

XV. Mother/Son Event

- Spring 2024 (possible Friday/Saturday dates 4/19-20 or 4/26-27)
- Chairs Needed!

Chair can bring whatever creative ideas they want or are moved to do. Whatever the cost is, will be funded by attendees rather than HSA, consistent with Daddy Daughter Dance.

XVI. Spring Fling 2024

The school is looking for an event coordinator for school/parish events like Octoberfest and Summer fest. The intention going forward is that HSA events (Race and Spring Fling) will be coordinated by volunteers. Jeanne is coordinating Spring Fling 2024. I coordinated Race this year and will be available to assist the new coordinator next year. Volunteers needed!

Ms. Lukac added that our goal is to make it as profitable as possible versus spending 75% of what is brought in covering costs of the event. We will do it later this time, May 3rd instead of April because of the timing we made the reservation and size of our group. We will be back at Halls of St George. They have more of a social menu to facilitate more mingling and money raising for kids vs a sit-down dinner, elaborate band and paid auctioneer we've had for the past several years. We will use church band volunteers and a DJ for entertainment. There will be mingling stations such as taco bar, slider bar, etc. It will be a Kentucky Derby theme so all should start thinking about getting their hat! We will have some fun games based on the theme, such as races, etc. The vibe will be more casual than prior Spring Fling events. We are trying to simplify the event! Question from attendee: What time will it be? 7-11 PM on a Friday night.

Discussion among attendees about game ideas, betting, watching races, etc. Ms Lowe added that we are eliminating mandatory participation in Raffle Baskets. We want the event to be in the spirit of giving for your children and school and donations to gift baskets will be entirely voluntary. We are trying to bring more fun and impose fewer burdens. We will also discontinue classroom art project submissions for auction. They take personal time from teachers, students and their class time, and in many past instances the auction proceeds have not covered the cost of supplies.

XVII. Open Discussion

We might need a couple volunteers for Veteran's Day. We need someone to shop for supplies and a couple people to help set-up the morning of the event.

On the same topic of volunteers, we need some to clean the cage [where event supplies are stored]. We will discuss Christmas events and Book Fair, etc at the next HSA meeting.

Meeting adjourned at 7:40 PM

Next HSA Meeting

Date: Nov 15th (Wed)

Times: 6:30 PM

Place: MEC