

ST. ELIZABETH HSA MEETING SEPTEMBER 2022 MINUTES

Date: September 14, 2022

Time: 7:00

Facilitator: Dr. Greco

In Attendance

Dr. Greco- Principal

Katie Montone- Chairperson

Julie Theis- Vice Chairperson-Treasurer

Gianna Nugent- Co-Chair Staff Appreciation

Maureen Schelkopf- Co-Chair Staff Appreciation

Mary Ann Burns- Co-Chair Social Committee

Mary Maguire- Co-chair Social Committee

Jess Grater – Co-chair School Volunteer Committee

Jackie Gutshall – Co-chair School Volunteer Committee

Organized Business

- Opening Prayer
- 7:05- Katie- no approval of minutes as this is our first meeting of the school year
- Update on the term of officers and committee chairperson (as needed)

Old Business-

- N/A

Principal's Report

Principal's Report

9.14.22

- Smooth start of the school year.
- Schedule sharing the building with EFF worked well
- Working with a new SIS – Option C vs. MSP
- CARES program is strong – 55 students in the program with 5 teachers
- Back to School Nights were well attended with an encouraging volunteer response
- Neumann scholars will take the scholarship test at the end of this month. Our first high school visit will be from Shanahan the 2nd week of October for 7th and 8th grades
- School Handbooks and AUP for Technology go home September 30 for student/parent signatures

- Opening Mass celebrated with Father Mullin on September 7th
- First class mass celebrated with Father Mullin on September 15th
- NJHS new members will be installed at Mass on October 7th
- Safety drills began with first fire drill today
- Parent Surveys, Teacher Surveys for Middle States go home tomorrow
- Student Surveys will be taken next week

Finance Report

- Previous Balance (7/6/22)- \$0.00
- New Transactions
 - Welcome Playdate
 - Coffee- -\$40.00
 - Crafts, Goody bag supplies- (100.00) DONATED
 - Back to School Night
 - Water, cookies -\$68.00
 - Magnets -\$236.00
 - Welcome Back Picnic
 - Pizza -\$167.34
 - Water -\$40.00
 - Ice Cream -\$75.00
 - Crafts, snacks, decorations, and juices (\$200.00) DONATED
- Current Balance: -\$626.34
- Proposed Budget

Review of Previous Events

- Back to School Playdate – great turnout and families were grateful for opportunity to meet new parents and classmates before the start of the year.
- Back to School Night – positive outlook from all, many people signed up for committees, Kathleen or Katie will send out the new names/contacts of those who signed up.
- Welcome Back Prayer Service and Picnic – also great turnout, a little over 100 people RSVP'd. The only drawback was that there was a volleyball tournament scheduled at the same time. We don't want to have events that overlap with other school/parish sponsored events.

New Business – 7:20

- School Volunteer Committee
 - Co Chairs- Jess Grater and Jackie Gutshall – excited to start the new school year and grow the school volunteer committee. They will start reaching out to company to start prep for Santa's Workshop. They are free to use a different company that we did last year, or can use the same. Discussion was had about hiring a company that would set everything up and take everything down. That would need to be considered into the cost of the items sold. Last year we used the

- lowest pricing tier, as this is not to be used as a fundraiser. We also set up and took down all the items ourselves. Getting the committee members on board early will be key to running this event smoothly.
- Jess and Jackie were also informed that they can grow this committee however they see fit, with Dr. Greco's approval.
 - Santa's Workshop- 11/28-12/2
 - ABC123holidayshop@gmail.com
 - 267-225-1125
 - Teacher feedback to HSA:
 - Sarah Schmalback shared that the teachers are asking for assistance in getting more volunteers to help during lunch and recess duty. The goal is that teachers would be able to use their scheduled lunch/recess duty to work with students, finish testing, prep for next classes, etc. It was decided that the School Volunteer committee nor the HSA could take this responsibility on fully. The need for clearances and daily building check/sign in's would make it too difficult to take on. However, the HSA will be happy to continue pushing emails/encouragement for parents to get involved. It was also recommended that (if the school budget allows), a building aid or dedicated lunch/recess aid be hired to cover this need.
 - Restaurant Nights- Dine and Donate
 - Liberty Union
 - Iron Hill- Carly Kee contacted them and is waiting to hear back
 - HAS liaison between parent feedback and BLJ – it was agreed that the HSA would share ideas/comments/suggestions from school parents in a more formal manner. The HSA will have a written proposal that Dr. Greco will read at each BLJ meeting to ensure parents voices are being heard.
 - First proposal will include: 1.) Desire for the BLJ to be more visible/transparent to the school parents. For example: having members from the BLJ to speak at general parents meetings and discuss different committees and what their roles/goals are. 2.) Parents are asking for a survey to be sent out to gather opinions of areas in our school that need improvement. For example: Playground equipment, New lockers, New technology, etc.
 - Prep for upcoming events: Fall Festival
 - Layout/Map of events/Cost of Ticket – Maryann and Mary are currently working on this.
 - Maintenance request: Table/chairs/copnes/trash cans/etc – Requests must be put in 1 week ahead of the event.
 - Vendors: restaurants, face painting, bounce houses, hay rides – Epicurean Garage is already booked for food and ice cream truck. Iron Hill is already secured for Beer, although Maryann is looking for an additional beer vendor. Bounce House is booked and Katie is sharing contact of Melissa Harrop to start planning for the tractor rides.
 - Volunteers: Committee Members involved and signing up for specific role before and during event.

Committee Reports

- Hospitality/Outreach - Nicole Snyder & Jennifer Wulk – no report
- Social Events - Maryann Burns & Mary Maguire – see above. Also, discussion of changing the date of the father daughter dance came up. Possibly change to March 24th?
- Staff Appreciation - Gianna Nugent & Maureen Schelkopf – it was decided that Gianna and Maureen will email teachers directly to have their event sign-up sheets forwarded on to the grade levels. This will be easier than going through the method they used from last year (the homeroom parent committee).
- School Volunteer Committee – Jess Grater and Jackie Gutshall – see above.
- Alumni - Thomas Madden and Emily Menard – no report.

Next Meeting

Scheduled for Wednesday, October 5th at 7PM in St. Matthews Room.

Meeting ended at 8:25 pm.