

**St. Francis School HSA  
Meeting Minutes  
Tuesday, February 21, 2017  
7 PM – St. Francis School Cafeteria**

Attendance: Sarah Venvertloh, Jane Gregory, Lori Shepard, Sandy Cann, Nikki Albright, Jennifer Arens, Lori Vranjes, Heather Bryan, Jamie Marshall, Diana Real, Misty Cramsey, Molly Frese, Wendy Hughes, Kim Dodd, Jennie McDermott, Katie Wells

Meeting called to order by Heather Bryan. Opening prayer at 7:00 PM.

**Principal's Report:** given by Lori Shepard

- Teacher Evaluations—now through March
- Letter of Intent—due back by February 15<sup>th</sup>
- 8<sup>th</sup> Grade Visits to QND—February 13, 2017 from 9:00am-1:00pm
- Open House—March 1 from 6:00pm-7:00pm. Teachers should arrive by 5:50pm at the latest in the cafeteria. Father Don, Parents & Students will speak.
- Kindergarten Round-Up 9:30am-11:30am on Friday, March 10<sup>th</sup>
- Spring Break is March 13, 2017 through March 17, 2017
- Easter Break is April 14, 2017 through April 17, 2017
- NCEA Conference April 18<sup>th</sup> in St. Louis—faculty attending on Tuesday after Easter Break.
- Service League passed 1<sup>st</sup> tier, on to 2<sup>nd</sup>
- Testing water for lead
- Tracy Family Grant-- \$30,000
  - \$5,000 for new youth group. Had a meeting—we will be doing a survey to include more people/parents

**Father Don's Report:** Fr. gone

**Treasurer's Report:** given by Lori Vranjes

- Motion to approve, Jane Gregory. 2<sup>nd</sup>, Diana Real. Unanimous approval.

**Secretary's Report:** Approval of January 10, 2017 minutes: motion Jane Gregory, 2<sup>nd</sup> Diana Real. Unanimous approval.

**Old Business:**

Winter Carnival: given by Jane Gregory

- Winter Carnival was successful. There were 2 suggestions: show games during assembly to get kids excited; would it be better to have Carnival kick off Catholic Schools Week or keep at end.

Parent's Night Out: given by Jane Gregory

- Raffle tickets went home last week for "Grand Prize Package". Do not need to be present to win.
- Bring your own drinks & snacks.
- Fun! Games, dancing, night out. Age 21 & over only.
- There will be a basket raffle. Taking donations—service hours will be given out.

Teacher Appreciation: given by Sarah Venvertloh

- Thinking of keeping the same as last year. If interested in helping, contact Sarah.

School Picnic: given by Katie Wells

- KofC or Bowling?
- Drinks from Casino \$75, pizza for lunch, bowling and games downstairs

**New Business:**

Everybody Wins Mega Raffle: given by Paul Rittof

- How you can help QCES & QND Foundations:
  - Have a member of HSA serve as a member of the Mega Raffle Marketing Committee
  - Help communicate to your school families the importance of supporting the raffle by both purchasing and selling tickets.
  - Our biggest push will be between Wednesday, March 29<sup>th</sup>, when tickets are sent home to families, and 4:00pm on Monday, May 1<sup>st</sup>, which is the deadline for purchasing tickets to be eligible for the one (1) \$10,000 Cash Super Early-Bird Drawing that will take place on Friday, May 12, 2017 on Y101.
  - Think of creative ways to keep school parents motivated and excited.
  - Parent Ambassadors have extra tickets to distribute. School office will have extra. Making it easy and convenient to purchase and sell.
  - Coordinate and schedule school families to sell tickets all Masses.
  - Select 2, 3, or 4 parents to speak at all Masses.

Board Nominations: given by Heather Bryan

- Karla Fesler, Treasurer

- Sarah Venvertloh, Secretary
- Jennifer Arens, Vice President
- Elections will be held at next meeting: March 21, 2017

HSA Funding Requests: given by Heather Bryan

- **Bus Transportation**—Kindergarten to go to nursing home \$300. Motion, Sarah Venvertloh, 2<sup>nd</sup> Diana Real. Unanimous approval.
- **Opera Day**—K-5 grades, March 6<sup>th</sup>. Requesting each parent send in \$1/child. HSA substitute amount they would be short. Motion, Jane Gregory, 2<sup>nd</sup> Diana Real. Unanimous approval.
- **School Play**— \$300 already in budget, no vote needed.

Fundraising: given by Heather Bryan

- Trash Bags available in Parish Office.
- Buffalo Wild Wings Dine Out Night: Wednesday, March 08, 2017. Dine in, Carry out. Reduced kid's meals. Money raised benefits End-of-the-Year School Picnic.

General Information:

- Let Brian Dreier at the Parish Office know what HSA does.
- The Executive Board invites all parents/guardians to participate in HSA. We welcome any & all feedback.
- Tentative HSA Calendar of Events: see below.
- Next meeting will be Tuesday, March 21, 2017.

Closing prayer at 7:45 PM.

Minutes compiled by Karla Fesler, Recording Secretary

**HSA Calendar of Events 2016-17**

**August**

Teacher Gifts

Back to School Event

**September**

Fall Large Fundraiser

General Meeting Sept. 13th

**October**

Trunk or Treat

General Meeting Oct. 11th

**November**

General Meeting Nov. 8th

Pizza Fundraiser Nov. 23rd

**December**

Christmas Program Seat Raffle

**January**

Winter Carnival

**February**

General Meeting (Executive Board Election Nominations) Feb. 21st

**March**

General Meeting (Executive Board Election) March 14th

Spring Large Fundraiser

**April**

General Meeting April 11<sup>th</sup> (Committee Chair Nominations)

Parents Prom

**May**

General Meeting May 9<sup>th</sup>

School Picnic