

**Holy Family Home and School Association**  
(Unapproved) Meeting Minutes  
April 16, 2013

**Present:** Karla Zierden, Bonnie Massmann, Joan Scherping, Ryan Sherping, Angela Teske, Janel Eibensteiner, Lori Ehlert, Tina Meyer, Debbie Moritz, Anne Gourde, Pam Mareck, Nancy Schulzetenberg, Judy Loecken, and Jill Roerick.

**Call to Order:** President Joan Scherping began the meeting at approximately 7:30 p.m. (immediately following fundraising meeting).

**Approval of Minutes from January 15, 2013, Meeting:** Anne made a motion to approve the Minutes from the January 15, 2013, meeting. Karla seconded. All in favor. Motion carried.

**Approval of Agenda:** Ryan made a motion to add "iPads" and "Building Signage" to the agenda. Debbie seconded. All in favor. Motion carried.

**Financial Report:** Bonnie handed out a spreadsheet outlining the budget for everyone's review. Bonnie stated that the Board recommends raising the General Budget from \$43,000 to \$45,000. It was stated that most of the income items came in higher than budgeted. There was a \$6,500 difference between income and expenses. There should be a \$12,000 carryover. This will be a good cushion to have if our fundraisers are revamped as mentioned at fundraising meeting. Discussion was held on whether field trips should be simpler based on the tight budget.

**Review of Current Year Fundraising and Review of Fundraising Committee Recommendations:** Discussion regarding fundraising was mainly done at the fundraising meeting which was held previous to the Home & School meeting. Next year we will continue with all current fundraisers with the exception of the Golf Tournament (after this year). It was suggested to beef up the auction items at the Carnival and to have good marketing of each fundraiser. The suggestion was also made to have a volunteer parent in charge of marketing the fundraisers.

**Guidelines for Home and School Sponsored Field Trips:** Discussion was held regarding field trips and making things simpler to lower costs. It was mentioned that the public school unfortunately cannot provide bussing for our field trips. It was suggested that the dollar amount for field trips be reviewed in September. Bonnie recommended having a subcommittee work on putting guidelines in place, possibly before the September Home & School meeting. She will also get opinions from the teachers.

**Basketball backboard:** One of the smaller side basketball backboards is broken. After checking, the cost online is approximately \$100 – \$120 to replace. The school is currently checking into this.

**Laminator:** The laminator may need maintenance with the possibility of needing to be replaced. The laminator is having difficulty adhering. It is estimated that a new laminator would cost between \$2,000 - \$3,000. Maintenance will be looked into first and, if necessary, put back on the agenda for the September meeting.

**Building Security:** Bonnie mentioned that the Board is looking further into building security. Having window glass breakage alarms and a camera/buzz in system was discussed. The Board is looking at two different companies. The cost would be approximately \$7,000 - \$8,000. Discussion was held. Lots of questions still need to be answered and more funding would be necessary.

**iPads:** The need for iPads in school is increasing. The school has been looking at a new social studies program which requires a lot of digital learning. If we increase digital learning the need for more iPads will also increase. The cost for ten iPads is approximately \$3,800. The current number of iPads is working well but will be relooked at in the future if necessary.

**Building Signage:** The school sign in front of the school took a beating after the hail storm. The wood frame is also not in very good shape. It was mentioned that there may be school alumni with artistic ability that could help with a new sign or it could possibly be a Girl or Boy Scout project. It was suggested to put in the budget for \$500 but to research other options first.

**Carpeting:** The faculty lounge and Title 1 room are next on the list of rooms to be recarpeted. This will be put on hold as the carpeting is fine in these rooms at the current time.

It was suggested that building security be tabled for the Board to discuss. Ryan made a motion to approve the budget with \$500 for building signage and \$150 for a new backboard. Janel seconded.

**Recruitment for Officers for 2013-2014:** Discussion was held regarding which positions need to be filled for the new school year. Tina Meyer was nominated to for the Chair position. A new Vice-Chair is needed. Jen Boom was nominated as Vice-Chair, was contacted, and accepted the position. Nancy Schulzetenberg will remain on as Treasurer and Jill volunteered to stay on as Secretary.

**Snack Program:** Joan reported that things are going well with the snack program. She has been picking up a variety of snacks. Snacks are provided for all students, Kindergarten through 6<sup>th</sup> grade. \$15.00 is charged to students' accounts twice a year. Joan is willing to continue picking up the snacks for this program.

**Parent Recess Duty Guidelines:** Discussion was held and suggestions given regarding recess safety concerns. Having written instructions and guidelines, and possibly having more consistency, was suggested. Also having more coverage on the playground was discussed.

**Teacher Appreciation:** Discussion was held regarding Teacher/Staff Appreciation Week which is May 6–10.

**Melaleuca Fundraiser:** Judy Loecken shared information about the company Melaleuca and how using it as fundraising for the school could be very beneficial. Judy could enroll Holy Family School as a non-profit. The school would have no obligation and does not have to purchase anything but would receive a percentage of orders placed. Melaleuca is a 27 year old company with over 350 environmentally safe products. Many of the products are things we all use every day. The school would have no responsibility and would only benefit. Families that join would have products delivered to their door. Melaleuca would be a choice or option for families to consider.

**Other:** It was mentioned that the AR Store is more effective for the younger students and other incentives work well for the older students. It was recommended to leave \$500 in the budget for the AR Store.

The teachers and staff enjoyed their Christmas party and a thank you card was passed around.

**Adjourn:** Meeting was adjourned at 9:40.

**Next Meeting: September 17, 2013**

- Submitted by Jill Roerick, H & S Secretary