

Holy Family Home and School Association
(Unapproved) Meeting Minutes
September 17, 2013

Present: Laura Schmitz, Dave and Barb Fischer, Jeff Meyer, Janel Eibensteiner, Daren Teske, Joan Scherping, Tina Meyer, Jen Jacobson-Boom, Debbie Moritz, Greg Kalthoff, Heidi Eiyneck, Fr. Michael, Pam Mareck, Staci Kalthoff, Jane Odenthal, Melissa Gerads, Nancy Schulzetenberg, Lori Ehlert, Karla Zierden, Steve Anderson, Bonnie Massmann, Ami Ohmann, and Jill Roerick.

Call to Order: Bonnie Massmann called the joint meeting of the School Board and Home & School to order at approximately 7:05. Fr. Michael led us in prayer.

Joint Discussion with Board of Education: Discussion was held regarding fundraising and ideas on what would be the best way to format the budget. It was mentioned that the future holds many challenges as area parishes are struggling to continue to provide all of their current services. Some area parishes supporting families attending Holy Family School are not providing the same level of support that they recently were. The bottom line is the school is trying to keep tuition as low as possible for our families.

Discussion was held on how Home & School fundraising events are organized. Items on the budget were looked at and Bonnie handed out a list of what items are necessities and considered critical, and others that are more discretionary items (items that are more open to changes). Bonnie went through list and gave an explanation of each. Ideas were discussed on how the Home & School budget can be redesigned. It was mentioned that the Home & School is considered a subcommittee of the Board. It was suggested that Home & School would handle only the “discretionary” items. In the past, Home & School has been looked at as the “fundraising arm” of the school. It was mentioned that the role of Home & School needs to be reevaluated. Many examples were given as to why Home & School is so much more than just the “fundraising arm” of the school. Many families don’t realize what Home & School provides with members volunteering to provide things to the school that they are never reimbursed for. Without a Home & School some things, such as daily snacks for students, conference dinners, and teacher appreciation week, would not happen or would need to come out of the general budget. Seven Dolors’ financial support of the school was also discussed.

There is a lot of agreement that all fundraising needs to be lumped together in one spot in the budget, and not listed separately as it is currently. It was also mentioned that the General Budget needs to have some cushion for fundraisers that do not do as well as anticipated. It was decided that before final changes can be put into place, there does need to be more discussion. A “road map” needs to be set up when writing the budget for next year. Everyone was in agreement that we all have the same goals in mind. It was mentioned that Home & School may need to schedule an additional meeting.

Home & School: President Tina Meyer began the Home & School meeting immediately following the joint discussion with the Board of Education.

Approval of Minutes from April 16, 2013, Meeting: Joan Scherping made a motion to approve the Minutes from the April 16, 2013, meeting. Laura Schmitz seconded. All in favor. Motion carried.

Approval of Agenda: “Heritage Days Booth”, “Field Trips”, “Service-A-Thon Chair”, “Pioneer Days Chair”, and “Carnival Update” were added to the agenda.

Financial Report: Bonnie handed out a spreadsheet outlining the budget for everyone’s review. Bonnie pointed out that \$11,392 was carried over on July 1st in the budget.

Chair Positions Needed: Tina mentioned that an additional pasta dinner chair is needed. She will continue to co-chair. JulieVoit was the cook last year and has volunteered to do so again this year. It was mentioned that when a parent chairs an event it is counted as two of their four volunteer commitments. However, this does not apply when it is a family’s turn to chair a breakfast. Debbie Moritz and Janel Eibensteiner volunteered to take care of advertising for the fundraisers. Nancy mentioned that she would like someone to step in to learn the details of chairing the Book Fair. Staci Kalthoff has volunteered to be one of the chairs but there is another one needed. It was mentioned that the Book Fair is not a fundraiser but gives the school credit to order books. The Service-A-Thon is also in need of a chair. Donna Huckenpoehler, the current chair, would like someone to chair with her next year and then take over. Bonnie will get a description together for the Service-A-Thon chair position and Lori will put one together for Pioneer Days. Laura mentioned that a new chair for the Carnival will also need to be recruited in the future. Lori will put a note in the newsletter which fundraisers are in need of chairs.

SCRIP: Tina reported that SCRIP made just over \$1,500 over the summer. Sales have picked up with the start of the school year.

Pioneer Days: Lori reported that the profit for Pioneer Days was between \$7,000 and \$7,500. It was very busy Saturday until after the rain started. Very little food was left over and extra roasters of beef were made to keep up with the crowd. The new layout of the stand worked very well.

Breakfasts: The October and December breakfasts are sponsored by Catholic United Financial. Tickets will be sent home to families for these two breakfasts. Ryan Scherping and Daryl and Heidi Eiyneck will continue as the main chairs for the January and March breakfasts.

Volunteer Signup on Portal: Bonnie mentioned that she will be e-mailing families that have not signed up for working the fundraisers. Bonnie will also check into changing the portal so one person can sign up twice as a way to fill a spot for their spouse also to work. It was mentioned that it would be nice if a family didn’t have to have two passwords to accomplish this.

Carnival: Discussion was held regarding new ideas and items for the silent auction and raffle. Having a polka mass was also discussed. Bonnie will check with Father regarding this. It was also suggested that the ending time of the silent auction should be posted. Laura mentioned that they have started collecting for the raffle. It was decided to stick to the amount of \$500 for the grand prize. Laura mentioned that a new chair for the carnival needs to be recruited for the future.

Laura reported that letters have gone out to people and businesses who have contributed to past fundraisers. In each letter there was a list of all fundraisers with a return self-addressed envelope for them to send back checking off which fundraisers they would like to participate in. This would eliminate contacting the donors more than once during the year.

Golf Tournament: Discussion was held on whether the golf tournament should be held on a different day of the week rather than Monday. A suggestion was made to have the tournament later in the day and to do 9 holes instead of 18. Laura will bring suggestions to the rest of the golf committee.

Booth at Heritage Days: Melissa Gerads, on behalf of the Chamber, suggested having the school sponsor a food booth or children's activity the weekend of Heritage Days on Saturday afternoon. A note will be put into the newsletter asking for ideas and feedback. This item will be added to November's meeting agenda.

Tupperware: Joan mentioned knowing an individual who would do an on-line Tupperware party with 40% of the order going to the school. There would be one shipping cost for all orders (products would come to the school). Joan volunteered to organize if there is an interest. It was suggested to do before Christmas.

Field Trips: Bonnie stated that the teachers went through the list of field trips. They discussed which fields trips are the most worthwhile and not just taking away from classroom time. It was decided to keep the standard four field trips with room to plan special events that do come up. Bonnie handed out a "Proposed Field Trip Plan" for everyone to review.

Snack Program: It was suggested and decided to include preschool in the snack program.

October Conference Dinners: Conferences will be held October 14th and 15th. The conference meal for the teachers was discussed and a menu was put into place.

Miscellaneous: Teacher appreciation and senior scholarship recipient thank you notes were passed around.

It was suggested that Home & School officers meet before the October School Board meeting for more planning.

Meeting adjourned at 9:50.

Next Meeting: November, 2013

- Submitted by Jill Roerick, H & S Secretary