Home and School Association

Holy Angels Catholic School

HSA Meeting Minutes from 8-17-17

In attendance: Tonya Forbes, Mary Panizzi, Mary Sadowski, Lindsey Catich, Becky Barr, Adriana Reyes, Annie Hilby, Amy Seyller, Dee Villapondo, Laurie Wirtz, Mary Piccuch, Cathy Medernach, Jessa Leslie, Michelle Eberle, Julie Smith, Nikki Yates, Rebecca Fick, Ellen Pawlak and Chris Griffin

Opened with Prayer lead by Mrs. Forbes

This year’s theme is Faith – Fantastic Adventures in trust him.

Becky Barr started off the meeting with Introductions of all chairs and co-chairs. We still need to fill publicity chair, this is our only vacant role. Becky announced Laurie Wirtz will be the Vice President of HSA. Becky reviewed the packet of fun. Becky reviewed the following items:

**Flyers** – All are in the Photoshop. We can get them but you will need to edit in Photoshop. The school does not currently have Photoshop. New flyers will need to be created in word for easy editing. Rebecca Fick is in advertising, she will research how we can use the flyer in Photoshop. We can access the Photoshop flyers with a PDF converter.

**Newsletter Submissions** – All items for the newsletter need to be emailed to Becky Barr and Mary Panizzi by Tuesday at noon to be in Mrs. Forbes’ newsletter on Thursday. Your submissions need to be edited and ready to copy and paste. Becky will send one email to Mrs. Forbes with all submissions.

**HAS Meetings** – all chairs and co-chairs are required to attend. If you cannot attend please let Becky know.

**HSA Closet** – Please put the supplies and items you use for events away after each event. No food can be stored in the HAS closet without being in a closed container. Empty boxes are fine to use. Please do not throw away empty boxes, please do not leave empty boxes in the door way – please stack them on the shelf. We will request a blue bin for soda. Soda in the blue bin is free to use or any event. Soda on the shelf is intended for JR High Dances.

Mrs. Forbes requested to have lunch organized for the teachers on Monday August 21st – 1130am in the lounge. We do have one vegetarian and one diabetic on staff.

**Signup.com** – When setting up an event choose a single or multiple days. Check the box to receive weekly status reports – this will be sent to you and the teacher. Under Organizer please put your name. Under Information please place the name of the parent volunteer. $10=1/2 PIP hour, $20=1 PIP hour.

We are moving forward tracking all PIP hours in signup.com. We can run reports quarterly to share with families in order to track progress.

**Budget –** It was brought up we need to purchase a mini fridge for the church to have ice packs and juice box in case the children fall ill during church. Mrs. Forbes indicated that school should purchase this. HSA had 3 to 4K remaining from 2016-2017 budget. HSA gave each teacher $100 gift card to amazon to purchase items for their classroom. HSA purchased 4 half round table for centers, a new rug for one classroom.

Two teachers are still in need of Apple TV projectors.

Future HSA monthly meeting day is TBD.

**Teacher Monthly Birthday Celebrations** – these items should be homemade. Please pick 4 to 5 individuals to make a couple items each. We have 40 staff members. We want them to be able to enjoy a few items and really show our appreciation on their birthdays.

**Open House –** Open house will be in the gym on Tuesday August 22nd. There will be many organization with tables set up Ice cream with toppings will be served. We expect 880 kids.

Trivia Night is September 29th, $25 per person

Culvers Night will be the third Monday of each month – ONLY AT OSWEGO CULVERS.