

**Holy Family School
Home & School Association Meeting Minutes
January 13, 2016**

Attendees:

Ann Marie Braca, Kelly Bruno, Leah Bustraan, Alicia Cahill, Theresa Cooney, Carolyn Cucinotta, Beth Curtis, Cindy DeRose, Lisa K. Duffy, Nadia Erhart, Megan Flynn, Erin Gallagher, Mariana McAuliffe-Grass, Missy Hirst, Stephanie Mominey, Janice Monaghan, Jennifer Rose, Meg Russ, Beth Stahl, Karen Stipa

7 p.m. Welcome and Opening Prayer by Erin Gallagher and Janice Monaghan

Kudos and thank you to our committee leads for recent events:

- Karen Stipa for the November teacher luncheon
- Jenny Kuranda for Jingle Jam in December
- Kym Steager for Secret Santa
- Mira Holloway and Missy Hirst for the Fall Book Fair

Recap of fall events:

- Fall Book Fair was very successful. Due to reconfiguration of the rooms adjacent to the cafeteria, the Elementary and Middle School books had to be set-up in the same area this fall. While it took some coordination to keep the traffic and sales separated, the arrangement did work out fine in the end. Middle School sales were \$1,659.10, which earned HFS \$663.64 in Scholastic Dollars. Elementary School sales were \$5,032.68, which earned us a cash profit of \$1,483.17. Great job to Missy, Mira, and team! The spring Book Fair is scheduled for the week of April 11, 2016. Would like to draw additional traffic from the parishes and PREP program. Will continue to advertise in parish bulletins and perhaps on the CYO website. Another change for the next fair will be to allow more "browsing" time for younger students.
- Secret Santa was open during the Jingle Jam event again this year, although Santa stayed in the Jingle Jam area. Last year he visited the Secret Santa shop, which helped to draw traffic. Would like to see more children taking advantage of shopping during Jingle Jam, while a parent is there to assist. Suggestions for next year: Suggest handing students a bag and pencil as they enter the shop, so they are not trying to juggle all their gifts, list, etc. Stagger the PK and K students during school shopping hours. They need more assistance and it was rather hectic at times this year. Perhaps have their prayer partners accompany them and assist with shopping. Could use more help with wrapping/bagging/tagging of gifts. Maybe set-up a couple of volunteers at a dedicated wrapping station to keep things moving at check-out.

Updates:

- A maroon fabric tablecloth that was to be used for teacher luncheons has been misplaced. If found, please return to the H&S cabinet where supplies for teacher luncheons are stored.
- Reminder to event leads: When creating flyers for H&S events, please be sure to list the school name at the top. For example, Holy Family School presents....
- Event leads are encouraged to collect email addresses and phone numbers for parents who volunteer at individual events. We'd like to tap into these folks and try to get them more involved in future events.
- Printing vendor: For H&S events, we typically need to print about 270 flyers. While the Archdiocese has a flat rate of \$0.02/copy with Office Depot, all of the local stores have closed.

Staples has offered us a rate of \$0.09/copy and a 5% discount. Committee leads who wish to print flyers are asked to submit a draft to Erin G. and Janice M. for review. Erin/Janice will provide the appropriate codes/numbers for print jobs that will be fulfilled through Staples. Please send in any Staples coupons you may receive. Coupons can be put in the Home & School folder in the office. Erin G. is also checking into Academy Printing, which may also have a contract with the diocese. Suggest reaching out to Patricia Shupard, who has offered to help with printing in the past.

- Alternatives to printing flyers: H&S has been emailing updates on Mondays, and attaching flyers for families to print at home. Some homeroom moms have complete email lists, but need to be careful with group emails due to privacy concerns. Generally the office or teacher needs to distribute group emails.
- HFS ornaments: Emily Roseo made HFS and "Class of 2016" Christmas ornaments, and is willing to make more if there is interest. Suggest offering for the 8th Grade Dinner. For 2016, would like to take pre-orders in November so Emily can purchase supplies in bulk.
- HFS wine glasses: Emily Roseo also offered wine glasses last fall, which earned \$400 for H&S. Helped to defray the cost of Mom's Night Out in October. A few glasses are still available if anyone is interested.
- Teacher Appreciation for January 2016: Provided apples, soft pretzels, cocoa. Cleaned-up the teacher lounge and restocked coffee. Some teachers do prefer to use the Keurig, but K-cup supplies go quickly.
- H&S has the Ice Skating event coming up on Monday, January 18, which is a school holiday. Will be held at Oaks Center Ice again this year. Cost of \$5 per person covers admission, skate rental, and a snack. HFS will have a separate table set-up for check-in and payment. Remember to bring helmets for younger children and gloves for everyone!
- The International Festival will be held Sunday, January 31. Ten different countries will be represented with food and displays. There will be face painting, a lion dance by the Holy Redeemer Chinese School, Irish step dancing, and a Latin dance lesson. RSVP is required for this event. Anyone willing to assist with crepe making a few hours before the festival would be welcome.
- Mother-Son Bowling is tentatively scheduled for Saturday, March 19. Estimating about 110 bowlers based on the 2015 event. Limerick Bowl has offered us a rate of \$10 pp for two hours of bowling and will reserve lanes for us. We are not able to have the entire venue, and food must be purchased separately. Karen Stipa and Megan Gray have researched Devon Lanes as an alternative. Price is comparable. They would allow us to have the entire venue, six bowlers to a lane, at a cost of \$60 per lane. Devon would allow us to bring in our own food, which would be more efficient and less expensive. Would like to make a couple of changes this year: (1) take souvenir photos of Moms and Sons, and (2) allow families/friends to sign-up to bowl together instead of assigning lanes and pairing moms with their youngest child.
- Reading Phillies: As part of research for the Mother-Son event, Karen S. and Megan G. priced out a Reading Phillies game. For Friday, Saturday, and Sunday games, general admission is \$5 pp, however, you are not guaranteed to sit together. Could buy reserved seats for \$9 pp. If we wanted to reserve a pavilion and have prepared food, cost goes up to \$24 pp. Suggest running this as a H&S event for the whole family, maybe in a September timeframe when we are first back to school. Families would need to drive on their own, but we can look into reserving a block of seats.
- Teacher Appreciation Week will be the week of May 16, 2016. Laurel Vincent and Alicia Cahill are leading. Will reach out to the homeroom moms to coordinate details, but plan to decorate

teacher doors and plan a treat for each day of the week. Will probably have a planning meeting about one month in advance.

- Spirit Days at local restaurants/merchants:
 - Final totals for Iron Hill and Five Below are pending.
 - Suggest shifting the timing of the Five Below event in December so that it is after the Secret Santa Shop.
 - Panera Bread event did not work out as planned, but will schedule another.
 - Petrucci's in Phoenixville has offered to do a spirit day. Suggest timing with baseball season so families can stop after practice.
- Playground equipment: H&S has been trying to survey the teachers to see what they need, but response has been slow. Want to make it easy for teachers to store and access equipment. Some items were obtained through the vendor for Secret Santa and we believe these went to Mrs. McCarthy's classroom. Erin G. will confirm what has already been purchased to avoid duplication.
- Labels for Education: Will be starting another drive soon and will partner up with the Boxtops drive. Plan to use proceeds from Labels program to purchase playground equipment.
- Boxtops program was very successful in the fall. We received \$960 and have another \$370 coming. Plan to start another drive in February so we can turn them in during March. Everyone is willing to help trim labels and boxtops during the next H&S meeting.

Principal's update from Ann Marie Braca:

- With the cold weather, children have been staying inside during recess. Everyone—teachers, parents, and the students themselves—would prefer that the children go out for some fresh air, even if it's only for ten minutes. The gym is not available. Have considered allowing children to go out on sunny days, even if the temperature is below freezing. For most lunch periods, it will be an all-in or all-out decision, because of staffing and overlapping lunch periods. Will likely be some communication to parents on this topic to make sure they are aware and that they are sending in coats, hats, gloves with children.
- New mulch was installed on the playground. The 8th grade volunteered for this task, saving the school \$600. Students were rewarded with pizza.
- A parent survey is planned and should be coming in the next week. Our survey is being combined with a diocesan survey, which we are piloting.
- Student focus groups are also being conducted with great results. In response to 5th and 6th grade input, students in those grades have now been given the chance to choose their seats during lunch (a policy that was created to help form new friendships).
- Also as a result of student surveys and student input, the school policy on the upper grade recess was changed to allow two grades on the rectory lawn at a time. When these students are on the lawn, they will be permitted to play soccer and football, and when they are on the blacktop they will be able to play foursquare. Other games will be considered for the blacktop, but not basketball.
- The Talent Show will be held the Friday of Catholic Schools Week (February 1-5). Format is not yet confirmed, but 8th grade and the band will perform and possibly 7th. Considering letting each grade hold a talent show within the classroom, so students who want to do individual or small group performances have a chance to shine. Also maybe allow students to come in

dressed for their talent/activity even if they are not necessarily performing. Pictures will be posted on the HFS Facebook page.

8:40 Raffle drawing for Target gift card

8:45 Meeting adjourned