

SMT Home and School
Board Meeting Minutes: November 18, 2009
7:00 PM SMT Teachers Lounge

Board Members:

Present: Father Kindon, Mrs. Florian, Chris Hageman, Peter Gollmer, Patty Janoch, Viktoria O'Donnell, Barbara Martinez, Kris Gotschal, Diane Meyer

Absent: Kris Gotschal, Mrs. Fox/Mrs.Gross

Quorum present? Yes

Proceedings:

Meeting called to order at 7:05 p.m. by Chris Hageman

Father Kindon gave opening prayer

Father Kindon's Report:

- Father presented the first bill from parish for credit card processing fees for Scrip. September fees were \$36.67 with \$1250 in sales, October fees were \$109 with \$3800 in sales, netting out to less than 3%.
- Father also shared a Family Fun activity idea from Colleen Jones that is being done at other area schools. Kris Gotschal will look into this idea to see if we can attend in December.

Mrs. Florian's Report:

- The Office for Catholic Education has asked all elementary schools in the Archdiocese to form a Strategic Plan and an Advisory Board comprising of 12-22 individuals from outside of the parish and school community. These individuals would ideally be business owners and people with an Education background to assist with implementing the Strategic Plan and help sustain the vitality and stability of the school. They would also help with such items as Catholic Identity, Marketing, etc. Mrs. Florian will begin reaching out to Immaculatta, Univest and other businesses throughout the school year.

President's Report- Chris Hageman

- All ordered equipment has arrived. The soccer nets will be installed in the spring. We still have roughly 20% of monies raised last year for these expenditures. Other options are still being investigated.
- The sound system is working great. Last minute adjustments are being performed.
- The book fair went well; we sold over \$8000 in merchandise enabling the students to turn Father Kindon into a human ice cream sundae. This momentous occasion will take place on Tuesday, November 22 at 2:30 PM. An email announcement will go out to school families. All are welcome to attend. Chris will ask Mrs. Tebben about the possibility of purchasing additional toppings to complete the sundae.
- The general HSA meeting last month was well attended and no major concerns were raised.

- Mrs. Florian will communicate with the teachers to make sure they are aware of the \$150 transportation assistance per grade provided by the HSA.
- We are still looking at ideas for the third part of the year centering on service. Suggestions include a Senior Prom.
- The new HAS computer will be purchased pending board approval from Wal-Mart using Scrip cards and installed by next Wednesday. John O'Donnell has made a recommendation of what to purchase and will install.
- Two assemblies will be run by the HAS this year, the first during Catholic Schools Week in January and the second in the spring.
- Chris brought up the 10 year mark of the school and the need to reevaluate the role and function of the HSA and the needs of the school. This will be discussed in more detail at a future meeting.

Vice Presidents Report- Peter Gollmer

- Night at the Races instead of Monte Carlo. Dancing will be added. Profits should go up with the reduction in fees to outside vendors. All other aspects will remain the same. More information to follow. This promises to be a FUN event!

Financial Report- Patty Janoch

- Budget for 2009-2010 school year was approved unanimously.
- Computer purchase was approved unanimously.
- Net Profit from Walk-a-thon is \$12,000
- Net Cash Profit from Book Fair is \$2029
- The HSA will allocate an additional \$2500 to be placed in the Scrip account to alleviate any concern regarding overdraft during the holiday shopping season. Father indicated that this issue was already taken care of and that the bank would assist with any problems as the need arises. The Scrip Chairs will provide an analysis of the scrip ordering and inventory process and recommend to the board a reasonable operating amount by December 31, 2009. The \$2500 will be returned to the HSA no later than January 4, 2010

Secretary Report- Viktoria O'Donnell

- Due to a family situation, Viktoria will be serving in a limited capacity of the next few months.
- Minutes from the October meeting were approved. Thank you Peter for filling in!
- Anything for the website needs to be submitted copy ready.
- Emails need 2 days notice.
- Viktoria would like to get a newsletter completed by January and an Anthology of student work out by Valentine's Day. Mrs. Florian will ask teachers for ideas and student work to be included in the anthology. Viktoria will take care of parental permission

requests for printing. Each board member is asked to submit short articles on HSA functions and events that have taken place already this year.

Past Presidents Report- Diane Meyer

- Walnut Street Theater is booked for Catholic Schools Week. They will need a check the day of the show. 4th-8th Grade will see The Freedom Writers on Monday afternoon and pre-k-3 will have a bullying presentation on Wednesday.

Event Coordinator Report- Kris Gotschall

- St. Martins will participate in the Peddlers View Parade again this year. Mrs. Florian will take care of the permission slips. Kris will contact Tricia Tangradi to see if there are any pencils left over from last year and Peddlers Village to confirm our attendance. The parade will take place on 12/5/09
- Father brought up the light show at Shady Brook Farm as a family fun activity in December. Kris will look into this to see if it is feasible.
- Father/Daughter event tentatively to take place at Face Off Circle in Warrington on January 31st from 2:15-3:45. More details to follow.
- Laura Miller is running the Christmas Poster Contest. Information went out today.
- 6th Grade will do the teacher luncheon in December and 5th grade will do January.
- Tentative mother/son event- Iron Pig baseball game in Allentown in May. More information to follow.
- Catholic Schools week is in need of a coordinator for the pancake lunch and the grandparent's day luncheon. Planning needs to get underway ASAP. Peter Gollmer will assist with the menu planning.
- Volunteer hours need to be audited in January and families notified of their hours. This is also a great way to find volunteers for these upcoming events. We would like to homeroom moms to meet to pick out specific events for their classrooms to be responsible for.

Fundraising Coordinator Report- Barbara Martinez

- Bingo went well this month. Concession sales were great due to fabulous volunteers!
- Pizza Bingo is being looked into for families on January 8th. \$25 admission includes pizza, 2 liter soda and 1 bingo card per person.
- BYOB was discussed, not something we want to consider at this time.
- Accident reports need to be accessible during Bingo. Father will send a copy to Barbara.
- Information regarding all fundraising (accounts, passwords, scheduling, dates, phone numbers, Etc. to be given to Fundraising Chair and Event Chair for all activities.
- Peddler's Village Shopping information will be included on the website; Barbara will make copies for the parish bulletin by Friday at noon. Father Kindon will also send the

information out on the parish email blast. Viktoria will send mass email on the 25th reminding school families.

- Laurieann Tebben has asked that a special SCRIP email go out. Viktoria will send out the email when she receives the information.
 - Scrip Committee meeting was held. Barbara is typing up the policies for review. Succession was discussed as this will be Ginny Schlusel's last year. A list will be compiled of consistent scrip purchasers for Father and Mrs. Florian to review and identify possible candidates to fill the vacancy.
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- Meeting adjourned at 8:47 p.m.
 - Minutes submitted by Secretary, Viktoria O'Donnell.