



## HASA BOARD MEETING MINUTES

St. Francis of the Lakes Catholic School | Home & School Association

November 14, 2011

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### APPROVE AND ACCEPT DRAFT OF PROJECT LEADER'S PLANNING GUIDE AND COMMITTEE INFORMATION

John presented to the Board and requested their use of the Guide when planning projects. John asked that, two weeks prior to the next meeting, each Committee Team Leader send their top three committee action items/priorities to the Secretary.

*NOTE: 2 weeks prior would be Monday, Nov 21<sup>st</sup>*

### DISCUSS RECOMMENDATIONS FOR FILLING EMPTY POSITIONS

Board discussed and to list open positions on the school's website and to ask teachers to attach the notice to their Friday emails to parents.

### REQUEST 2011–2012–2013 CALENDAR EVENTS

Board discussed how best to kick-off start of new HASA. The group decided to generate excitement for the kickoff by promoting it at the Christmas Concert on Dec. 13<sup>th</sup>. Many ideas were discussed and the following items were agreed upon to proceed with, pending approval of Principal Deb Euteneuer (Maria will ask Deb's permission to use the concert as a venue for a soft launch):

- Board introductions (including finding a way to identify the board, perhaps by having them wear a hat and an 'I'm involved' type sticker—Ginny volunteered to handle)
- Each committee Team Leader will announce one item they will implement and ask for volunteers or comments after the concert
- Ask for help in developing a fun, family HASA launch event (family contest for best idea – all families who come to the next HASA meeting and present their idea will be entered into a drawing for tickets to the Fiesta de Mayo or the summer Golf Classic event. Winner announced at 2012 Family Fun Dance)
- Include an HASA informational insert with the Christmas Concert program simply to let parents know we're up and running, who we are, when we meet, we want/need more parents involved, lots of room to volunteer your time and talents, we're about communication and improving our education and social opportunities, etc. (Maureen agreed to handle, Stacy offered to help with the creative design)

Other items discussed but no decisions made include:

- Kids contest to design HASA logo
- Facebook presence for HASA
- Movie night
- Need to review volunteer surveys (Maria will get them from Deb)
- Need to bring back Room Parents (now organized by Communications committee; Rachel will coordinate with Mary and will address in the Nov 17<sup>th</sup> Community Enrichment meeting)

### SET MEETING DATE

Next Meeting Dates: Monday, December 5, 2011, 5:15pm

Monday, January 9, 2012, 5:15pm

HASA Board meets the first Monday of each month at 5:15pm in the St Francis Catholic School Conference Room, unless otherwise noted.

### MEETING ADJOURNED

John adjourned meeting at 6:45pm.

Submitted by:

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Maureen Knight, Secretary/Treasurer