

HASA BOARD MEETING MINUTES
St. Francis of the Lakes Catholic School
Home & School Association Board Meeting Minutes

Date | Time: Dec 5th 2011

Location: St. Francis Catholic School Conference Room

Next Meeting Dates: Monday, January 9, 2012, 5:15pm
Monday, February 6, 2012, 5:15pm

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

Present: John Prozinski, Liesa Thill, Rachel Hoelz, Shallen Semmler-Strong, Mary Lossow, Jill Neumann, Ginny Knudson, Stacy Brzezinski, Jenn Ranweiler, Maureen Knight, Mark Lelwica

Absent: None

Start: 5:15pm **End:** 6:45pm

ADDITIONS TO AGENDA NONE

AGENDA ITEMS

1. Confidentiality Statement related to contact information – Confidentiality statements were signed by all members of the HASA.
2. Child Safety Training – John will validate current policy with Deb prior to the Christmas activities.
3. Parent Advocacy Network Program – Maureen volunteered to lead this effort. (Capitol trip Feb 29th)
4. Creative team was established to ensure consistency – Maureen, Liesa, Stacey and Lisa Pehrson
5. Christmas Concert (Wine raffle) - HASA Members will sell Wine Raffle tickets as part of the Christmas Concert. HASA will be introduced as part of the program. Maureen will produce Parent Handout as an insert to the program. Aprons, Hats, Cash Bank and tickets will be coordinated with Jill and Ginny.

MOTION: None Required

AGENDA ITEMS (COMMITTEE REPORTS)

- Communications
 1. Room Parents – Mary reported all classes had Room Parents.
 2. Volunteer Coordinator – Mark Lelwica volunteered to be project leader in the development of this effort.
 3. Volunteer Surveys – John will secure document from Deb and distribute to HASA board.
 4. Process for Database updates (Administration, Mailing, Foundation, and Parish) – John will discuss with Deb the most current database. It was discussed the need to produce a parent directory.
 5. General (Review method and content) – Board members are to identify examples with peers and bring examples if available to next meeting.



The Home & School Association is comprised of all school families and staff. The H&SA supports the mission of the school by providing an association that is alive and active and encourages participation. The H&SA will facilitate open communication among parents, caregivers, school and community.

H&SA BOARD MEETING MINUTES

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

November 14, 2011

Page 2

- Student Life
 1. EC Spanish – It was discussed that a process needs to be established to implement Enrichment Classes. This effort will include input from both Parish and School Administration.
 2. Review existing Snack Policy – There was a general discussion that some flexibility needs to be established.
 3. Family Movie Night – It was reported a Movie night could be established as long as no funds are raised in the process.

- Community Enrichment (Meeting dates 3rd Monday of the month (6pm) School Conference Room.

It was the recommendation of the committee to continue projects that have already occurred this year for the next school year.

1. Host Families (Review expanding to Preschool) – the importance of including Pre-school families in activities, communication and volunteer opportunities was discussed.
2. Doughnuts for Dad – Jan 12 7:30am
3. Morning with Moms- Jan 26th 7:30am
4. Conference Meals for Staff – To be coordinated with Room Parents.
5. November Food Drive – 1174 items and \$230 were collected.

Projects occurring during the remainder of the school year.

1. Advent Activity (Red Kettle Campaign) Dec 17
2. Staff Gifts during Christmas week Dec 19-22
3. Shoes for Haiti (Currently not accepting) It was reported that the project replaced with a Birthright collection project and led by Lisa Pehrson
4. Family Fun Dance Feb 3 2012 – The family fun dance will be announced as part of the introduction of HASA at the Christmas Concert. A planning meeting will be held on Jan. 16th. (30)Volunteers are needed for: Tickets, Games, Decorations, Food, Concessions and Clean up

MOTION: None Required

SET MEETING DATE

Next Meeting Dates: Monday, January 9, 2012, 5:15pm

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

MEETING ADJOURNED

Submitted by: John Prozinski
