

St. Elizabeth H.S.A.

2017- 2018

Antoinette Gillespie – President Krista Barabas – Vice President Stephany Gubler – Vice President
Danielle Piscioti – Treasurer Denise LaGalia– Secretary

HSA Meeting Minutes- Approved

October 3, 2017

Debbie S.	Darcey C.	Mr. and Mrs. Herbert
Jennifer H.	Elizabeth U.	Mara H.
Carolyn U.	Mary G.	Jane L.
Laura C.	Maria B.	Kate R.
Teresa P.	Kara V.	Jillian F.
Kelly T.	Giovanna M.	Christine V.
Robyn C.	Eileen H.	Amy N.
Dana W.	Lindsay D.	Colleen M.
Maura S.	Erin Q.	Diane K.
Lore C.	Krista B.	Stephany G.
Antoinette G.	Denise L.	Mrs. Lewis
Danielle P.		Mrs. Morton
On phone:		
Veronica R.	Jenny W.	Patty Z.

President's Report- Antoinette started the meeting with a beginning of the school year prayer. Then she welcomed everyone back to school. We went around the room and did introductions, stating our names and children.

Antoinette stated how thankful the teachers were for the back to school luncheon the HSA hosts for them before the start of the school year. She also shared how Mrs. Carol Gallagher was so thankful for the donation to Nativity Church in lieu of flowers for the recent passing of her father. Antoinette also

thanked Maria Brito for the fantastic bulletin board displays she has created and thanked Christina Orocho who is new to school and will be helping Maria.

Antoinette updated everyone on the HSA end of the year letter from June about some additional HSA funded purchases for the school including the Playground Mulch that was just applied, additional Chrome Books, the painting of the cafeteria, a new cot in the nurse's office, Science kits, on line reading program materials and most recently books from the Book Fair to the teachers' classrooms. This money came from the support of our parents and we thank you.

She wanted to remind everyone that the primary form of communication at SES is through the electronic brown envelope which comes out weekly (typically on Thursday) and to be sure to check it each week for important information. Also, to remind Class Parents to periodically mention this to the parents in their class.

If you need to submit a flyer for the e envelope please make sure it gets sent to Denise LaGalia at HSASEC@sainte-school.org by noon on Tuesday. We have a shorter deadline this year to submit the flyers into Mrs. DeWitte so please make sure that you send the flyers in by noon on Tuesday. Also please be sure to send both a PDF and a non PDF version so if there are errors or changes that need to be made, Denise can make the changes herself without having to prolong the process and wait for a corrected version.

Lisa H. in the Parish Center wanted to remind everyone that if you need to reserve a room you need to fill out the room request form and submit it to her as soon as you can and await her confirmation that the room is indeed available before making plans.

Student Directory- The student directory is on the website for viewing and you can print it (8 ½ X 11). If you would like to buy a printed booklet version please let us know so we can print one for you. More details will be in Mrs. Lewis's letter.

This Thursday, a link to a brief survey will be in the e envelope email. The purpose of the survey is to get a pulse of the community and it will take about 2 minutes to complete. We plan to use the information for future planning and/ or pass it on to next year's Board for their information. It will be out this Thursday and remain open for a week closing next Friday. Class Parents, please encourage your parents to participate.

Treasurer Report- Danielle Piscioti, our new HSA Treasurer discussed procedures for check requests and deposits. All of the forms are on the school website under Resources/ HSA/ HSA Forms. If you need a Tax Exempt, form since we do not reimburse for tax, please request it from Danielle. The school has a financial/ business person who reviews our deposits and expenses so we want to make sure that our paperwork is in order.

Check Requests- Please complete and submit the Check Request form to Danielle who will forward to Mrs. Lewis for approval. This process could take up to a week so please make sure that you submit your paperwork in a timely manner.

Deposit- Please submit your paperwork and checks along with a spreadsheet including Family Name, Check #, and \$ Amount. Having 2 people count the money/ checks will reduce errors.

One financial announcement was made- the Book Fair grossed over \$9,000 and netted over \$4,500 in Scholastic Dollars.

Principal's Report

Mrs. Lewis started by thanking everyone for their cooperation during Thursday's altered drop off procedure. It all went very well and the AC people are almost done with all their AC/ Boiler work. The regular back parking lot procedure will remain in effect as this was just a work around for safety.

Bathroom issue- There was unnecessary nonsense and waste that occurred last week regarding paper towels in the toilets which cost the school \$2,000 in plumber fees. We need to ask the parents to reinforce proper bathroom etiquette as well as proper hand washing and flushing. She is looking into hand dryers (not the loud accelerator kind) so paper towels are not flushed down the toilets in the future. These will only be in the downstairs and hall bathrooms, not near the church. Hand washing is a life skill and we are asking for parental reinforcement.

Lunch Seating- The assigned seating seems to be working well in the cafeteria by alleviating problems being carried into the cafeteria. After Christmas, she will re-evaluate whether to continue assigned seating.

Recess- In the past the children were kept inside during funerals, but this year they will be sent outside to the field area. We are still in search of a recess monitor- it is a paid position from 11-12 and the number of days are flexible. Please contact Mrs. Lewis if you or someone you know can assist. The person does not need to be an SES parent.

Maker Space Room- Mrs. Lewis reminded everyone of her letter last week listing supplies and household items that we want to use for the Maker Space Room. Please see if you have anything and bring them into school ASAP. The room will be set up this week and then it can be used.

Play- 31 students in grades 3-4-5 are participating in the play- Peter Pan. There are 2 casts and the performances are at 7:30 pm on November 15 and 16 at SES. If you are interested in being a Parent helper or stage crew please contact school for more details. Mrs. Lewis is looking for information on hanging microphones so if you have any contacts please let her know.

Priests in the Classrooms- Our 3 priests will be teaching Religion to the children about once a week in the classrooms and we are excited as it is good for the children to have a connection with the priests.

Parish Picnic- It was a great day and well attended and Thank You to those who helped plan the event.

Pre K- Pre K4 is closed to additional registrations and Pre K 3 will only accept one more. An announcement in the bulletin will be made and it is a reminder for those interested to sign up early. We will not be adding a 2 year old program and we do not have the space or facilities to accommodate 2 year olds.

Mrs. Colman will be going out for a minor procedure for a few days and has communicated with her classes. Mrs. Borchert will be subbing and we wish Mrs. Colman a speedy recovery. We have about 5 subs available, if needed, throughout the year.

Parent Comments-

A parent wanted clarification on the drop off procedure. Parents should remain in their cars and God Squad students should open the doors for the children getting out of the cars. Parents should try and avoid getting out of their car themselves, although we do realize some kids are still in car seats. It slows down the line if parents get out of the car. The God Squad students are out on the line until 7:45 and Mrs. Kozar manages the schedule. While God Squad is not mandatory, it is encouraged as a service to the school community.

School Supplies- There was discussion after a parent asked about the box programs that assemble the class school supplies. A past HSA Board member said it was looked into and ultimately there was a lack of interest. This Board also looked into it . Many of the items are not entirely used up at the end of the year so parents can reuse items (such as pastels, rulers, etc.) so a complete order may not always need to be purchased. In addition, a parent asked for the class lists to be reviewed to see if the quantity really needs to be what it is.

Gym Uniform- A parent spoke about the Co Ed gym shorts running small. It was suggested that she can purchase her own and have Branding Time embroider them (on your own).

Mrs. Lewis then introduced Susan Morton who is our new Social Worker through Catholic Charities. She will be at SES every Tuesday from 8:30-12:00. Her primary job is to help the students be happy and successful in school. She can make referrals for needed services and can help in crisis situations when she is on site. Some areas of counseling include difficulties in children making friends, ADHD, social skills, death in family, events at home, anxiety, etc. She will help with coping skills. She will first observe kids in the classrooms until she develops a case load. She will also be coordinating a bullying curriculum. All information is confidential and permission slips will be going home shortly.

Volunteer Openings- Antoinette wanted to highlight the many events we have upcoming that have volunteer needs.

Food Truck Festival- Giovanna has done a great job of arranging all of the details but we do need volunteers for an hour or so during the night. Grab a friend and do a shift together then enjoy the rest of the evening. Follow the [SUG link](#) in the e envelope for details.

Christmas Boutique- Eileen Breslin has graciously agreed to chair the event but she needs assistance in various areas. A [SUG](#) will be forthcoming with description of the positions to sign up for.

Ladies Night- Kelly and Kristin have a fabulous committee in place but still could use some additional volunteers the night of and just before the event. Refer to the [SUG](#) for details.

Trunk or Treat- Nikki, Margaret and Tara have done a great job of shaking things up a bit for this fun evening, but they could use some assistance the night of. Please contact them if you can help.

We are so grateful for everyone's help and assistance.

Committee Reports

Trunk or Treat- There will be some great new features to this year's Trunk or Treat so please be sure to attend. See the flyer in the envelope for all the details. So far there are 35 trunks signed up. Decorating of your trunk will start at 5:00, kids can go into the gym at 6:00 for the judging of costumes, then parade outside at 6:45 for the rest of the festivities. There will be a food truck and DJ. We are expecting lots of people so please donate a bag of nut free candy whether or not you are coming to the event. Thanks Nikki, Margaret and Tara- sounds so fun!

Book Fair- Thank you- thank you- thank you Teresa Petrone for running an amazing Book Fair. Teresa also wanted to personally thank Krista for helping out so much! It raised over \$9,000 or \$4,500 in Scholastic dollars. They sent us less books this year but Teresa tried to ramp up the younger kids selection. Let Teresa know if you think an area was missing. One parent thought the price point was higher, but Scholastic sets the price, not SES. More paperbacks will be requested for next year, instead of hard cover books. Mrs. Lewis's favorite item was the cassette eraser and she got one for herself! Teresa was a little light on volunteers so please try and help out next year. Committee sign ups will happen in the spring since the Book Fair comes up so quickly in the new school year. The Book Fair was well attending during both Back to School Nights and that will continue for next year. Early morning selling will be discontinued due to lack of attendance.

New Family Cocktail Party- Kelly discussed how fun it was to get to know our new families. If someone would like to run it next year please let us know. Thank you Kelly!

High School Information Night- Kelly reported that it was well attended and that the high school admission attendees were pleased with the changed format. More schools were invited (and some even requested to come themselves). By having an open fair like format instead of formal presentations in the classrooms parents and students were able to visit more schools and have discussions with the admissions people. It was communicated to the other parishes and schools in the area and on social media. Thanks Kelly for sharing your knowledge!

Ladies Night- Kelly was excited about the Fashion Show aspect for Ladies Night this year. Kristin Dahl has been very accommodating and models (we still need a few) will be able to pick out their own outfit to model. Kristin Dahl will also offer a shopping day the following week where there will be a discount to shoppers as well as a percent given back to SES. This will all go towards the Ladies Night revenue. Kelly said she has a good group of volunteer/ committee members but could always use some more. Ladies Night is a great way to meet new friends. Remember to donate something new (or go through Scrip to donate a gift card) and sign up for your tickets and dinner. Thanks Kelly and Kristin B. - we know it will be an amazing evening!

Movie Night- The date is set for 11/17 at SES and the movie will most likely be The Polar Express. This is not a drop off event- kids need to be supervised and it is a family activity to be enjoyed by all. Thanks Kelly for planning this fun event.

Food Truck Festival- Thanks so much to Giovanna for arranging all of the details for this fun event. Thank you to those who have spread the word in addition via social media. There will be 12 trucks and Entertainment on Wheels for exciting fun and games. We are in need of some additional volunteers that night so please see if you can help out for an hour of what is sure to be a fun evening. Remember to bring your chairs, etc. for an even better evening.

Restaurant Days-We are still waiting for the dollar amounts that Blue Moon and Mandara's brought in. The next Restaurant Day is Mandara's on 11/6. We are trying for a restaurant for the night of Ladies Night so stay tuned. A parent mentioned maybe Pizza Love now that it is open.

Walk to School- Veda is arranging Walk to School which is on Friday 10/13. Plan to meet at the municipal building (park in the playground lot) at 7:15 or meet up along the way and walk to school with a police escort. Students will receive an apple and water and can wear their gym uniform if walking. Thanks Veda!

Lunch Duty- Denise reported that about 90 families have signed up for their shifts (thanks!) but there are still about 200 open shifts or ~35%. Early bird gets the worm so choose your preferred day now. Emails will be going out in November to those who have not signed up for their 3 required days per child in K-8- and remember Pre k families are more than welcome to sign up as well. We now have a few paid subs available so please look on the SUG for their names if needed- and please be sure to give them ample notice. Thanks!

Genevieve's- Kate discussed the tremendous success of the wrapping paper and food last year and hopes we can do another great year. She even baked sample cookies for the meeting attendees to show how delicious they are (they do have Gluten Free ones now). The sale ends on 10/12 however she may keep it open a few extra days but she needs to get the orders in for us to have our goodies before thanksgiving. The items will most likely go home with the kids this year unless otherwise preferred. Thanks Kate, we really appreciate you taking this on again.

Fun Friday- Teresa discussed the first Fun Friday event which is on Friday 10/6 at Secor Farms in Mahwah. The day will include a hay ride, petting zoo, pumpkin, and feel free to bring your own lunch and eat it there before the hayride. Thanks Teresa!

Clothing Drive- Corinne is planning this fundraiser again on 10/14-15. See flyer for more details but please bring in clothing, shoes (bagged separately) and other items. Ask your friends and neighbors too. Thanks Corinne!

Walk a Thon- Diane spoke about this fun for the whole school annual Walk a Thon event. Kids walk laps and then have a class party with music and face painting. There will be prizes for the class with the highest participation and an individual who raises the most money. Kids who turn in donation forms will also receive a NUT pass. If you need an orange Walk a Thon tee shirt see the flyer in the e envelope to

order one or check the bin in the lobby. (If yours doesn't fit please donate it to the bin for others to enjoy). Thanks Diane for heading this event again!

Mrs. Lewis added that Pre K3 through 3rd grade can wear costumes but please make sure there are no weapons or violent objects or masks that hinder their vision.

SES Santa Sleigh 5k- The 8th grade sponsored event will be great. It is set for Saturday, 12/2 at Darlington County Park. Flyers and more information will be going out but please let the 8th grade class parents know if you can help or if you have a business that would be interested in sponsoring a portion of the event. Registration is open on line for the run/walk. Santa may even be there. Elizabeth suggested if you are not a runner to try the Couch to 5k app as it is great training. You can walk or run this event. There will also be a fun run for kids. This event will benefit the whole school and we look forward to your participation.

Box Tops- Please register if you have not done so already for Stop and Shop and Shop Rite loyalty cards. Also the Shoparoo program where you take a picture of your receipts is a great and easy way to raise money for SES. Joanne V. could use some counters for the many Box Tops that were submitted for the summer challenge.

\$4\$- Stephany reported that \$37,000 were processed in September alone for a profit to the school of \$1,771. She is ordering extra Amazon Cards for the holidays. She would like to sell Kohl's, Acme, iTunes, Sears/Kmart and Toys R Us cards so please order them if you can. Tons of Toys has agreed to be a new vendor and will give back 20% and you can still use their coupon! An easy way to maximize Scrip is to use it to donate something for Ladies Night. And on line ordering is easy in fact 6 new families signed up this month. There is also the opt out payment of \$300 available. There is an extended order due Friday 10/6 with delivery Thursday, 10/12.

Sports-

Basketball- Please make sure your registration forms are in so the teams can be formed. Players cannot be added late since rosters need to be submitted to the Archdiocese.

Volleyball- Thanks so much to Jen for all her work in keeping the volleyball program alive even without a child in the program this year! We have a Varsity team (no JV team due to lack of coaches). She is looking into clinics and off season programs to increase interest in the younger kids for next year. There is one more regular season home game on Thursday 10/6 at 6:45 if anyone is interested in attending. She will look into details for the boys spring program (which is not technically an official league)

Cheerleading- Cheer forms will be in this week's envelope. Cheer is open to grades 3-8 and they cheer for boys home games so that girls can participate in both cheer and basketball without conflict. In addition they will cheer at 2-3 competitions and the SES pep rally. A professional choreographer will create the routines and be assisted by 2 high schoolers. Thanks Amy and Lindsay for coordinating the cheer program.

Spirit Wear- Be sure to go on the Spirit wear website if you want to order any fleeces or other spirit wear. Basketball shooting shirts are available so order them ASAP to get them in time for the season. Thanks to Amy's diligence all orders have been fulfilled for spirit wear.

Antoinette closed the meeting by thanking everyone for attending.

Meeting adjourned at 9:55.