

St. Elizabeth H.S.A.

2016-2017

Antoinette Gillespie – President Krista Barabas – Vice President Stephany Gubler – Vice President
Lynne DeRosa – Treasurer Denise LaGalia – Secretary

HSA Meeting
November 8, 2016

Meeting Attendees		Phone Attendees
Maura S.	Lindsay D.	JoAnne V.
Colleen M.	Amy N.	Erica M.
Jillian F.	Claire N.	Veronica R.
Rosanna Y.	Lissette L.	Christine F.
Melanie W.	Robyn C.	
Giovanna M.	Diane K.	
Marla B.	Kathleen M.	
Kathleen T.	Laura C.	
Veda M.	Stephany G.	
Carol Ann L.	Denise L.	
Mrs. Lewis	Antoinette G.	
Mrs. Leniw	Lynne D.	
	Krista B.	

Welcome and Opening Prayer: Antoinette Gillespie

Antoinette welcomed everyone to the meeting and thanked them for coming. She acknowledged the participants who dialed in on the phone. She then led the meeting in a prayer for our Volunteers and St. Elizabeth of Hungary, Pray for us.

Minutes from 10/4 meeting- Antoinette asked for the attendees to review and then for a motion to approve the minutes. Denise LaGalia stated she mistakenly left off Melanie Whitney's name from the list of attendees but has since added it. A parent then stated that the discussion about the VP position being a 1 year term with further discussion in January was omitted from the minutes. Denise said she would add that and then the minutes were moved to approve by Melanie Whitney and seconded for a final approval by Colleen McCarthy. These minutes will then be posted on the St. Elizabeth Website under Resources/HSA/ HSA Meeting Minutes.

President's Report: Antoinette Gillespie

Thank You Teachers for providing all the refreshments which were baked and served by the Teachers. They were very excited to do it for us parents as appreciation for all we do for the school. The attendees were encouraged to eat.

General Thanks- Antoinette gave a special thanks for the first 6-7 weeks of fundraising. The HSA board is very appreciative of the inspiring and amazing volunteers and for all they have done. We hope to see this same level of excitement and involvement for the Gala. The kick off meeting is 11/15 and if you cannot make it then please reach out to Jenny and Rosanna, the Chairs, to offer assistance.

Veteran's Day Prayer Service- this is a special event on 11/11 with a Prayer Service given by the 3rd graders and a reception and refreshments for the Veterans after the service. Feel free to invite any special Veteran in your life to the service and reception afterwards.

Room Request Procedure- Lisa H. in the Parrish Center asked that we reiterate and stress the importance of the room request procedures to ensure that facilities/ rooms are booked timely and properly. The HSA Board plans to give out the form and procedure to the Committee Chairs and Head Class Parents next year to ensure all Class Parents and Chairs have the correct paperwork and procedure. The form needs to go to Lisa H. in person (not to Mrs. Palmieri). Please email Lisa H. or the HSA board with any questions.

Brown Envelope (E envelope)- this is the primary source of information regarding both the School and the HSA and we encourage all parents to read it weekly as important information is in it.

Service Projects- There are multiple service projects currently going on- the National Junior Society is collecting for Christmas boxes, the 2nd grade is collecting items for the Little Sisters of the Poor, and a school parent with ties to Haiti is collecting for Relief in Haiti due to hurricane Matthew. She will personally be coordinating the container shipment, and the receiving of it in Haiti. Antoinette asked that we show faith in action and support these activities.

December HSA Meeting- Reading Program Presentation- Mrs. Trucil will be the Faculty Representative next month and she will be giving a short presentation on the K-3 leveled reading program that St. Elizabeth offers. Class Parents, please email your classes regarding this presentation and encourage all to come hear about this excellent program.

Playground Mulch- As mentioned in the end of the year HSA letter (and as reminded by the last HSA board at Ladies Night), the playground will be re-mulched shortly. This is for the safety of our children and is an example of our fundraising dollars at work. The playground was last mulched in 2013 and we use "approved playground mulch" which is mandated.

A parent raised the question about safety on the playground- there have been some injuries- but mostly have occurred after school hours. Mrs. Lewis stressed how parents and grandparents need to supervise the children after school if the children go on the playground.

Treasurer Open position- As mentioned at the last HSA meeting, the Treasurer position is open effective 7/1/17 and we would be happy to have a no pressure conversation with anyone who is interested or wants to get an idea of what is involved in the position.

Treasurer's Report:

Lynne thanked all of the chairs for turning in deposits and check requests in a timely manner. She also highlighted the string of successes that we have had with our fundraising efforts this year.

Restaurant Nights brought in \$204 in September and \$50 in October at Blue Moon.

The Pumpkin Extravaganza brought in \$2,200

The Clothing Drive raised \$1,185 with over 5,400 pounds of clothing and shoes.

We are on fire and keep the momentum going!

Ladies Night- Lynne spoke on behalf of Veronica Romond and Sue Auger who were unable to attend the meeting. She said Ladies Night was a huge success and that it netted \$22,400 which was up \$5,700 or 34% over last year. They had over 150 baskets (27 Gold, 20 Silver, 100 Tricky Tray and 7 Class baskets). The teachers were covered 100% through sponsorships. 53% of the school participated through either donations or sponsorships. The chairs were overwhelmed and greatly thank the Ladies Night Committee, Class Parents, Mrs. Lewis, the teachers and of course Mrs. Palmieri. It was a great time while raising a meaningful amount of money for the school we love.

Santa Breakfast- Lynne said she and Veronica are very excited about this event which will be on 12/3 with one seating at 9:30. Santa, the Grinch and of course Cindy Lou Who will be there as well as craft and reindeer food making stations, green candy canes and other festive activities.

Principal's Report

Mrs. Lewis would like to echo Thanks for the various fundraisers. She said it has taken her some time to get used to all the goings on at SES. The pumpkins in the lobby looked great and if a parent commented on them Mrs. Palmieri gave them an order for, to order one. Ladies Night- it was a very nice evening (even though she didn't win anything especially that coffee maker). She is amazed by the dedicated group of people here compared to the other places she has been and is so thankful!

Survey- Mrs. Lewis is thinking of sending out a survey after the holidays to gather information on areas to improve as a school. Perhaps it will be hard copy since Survey monkey does not necessarily provide enough room for detailed responses. So stay tuned.

Scheduling- Mrs. Lewis has been actively looking at making the teacher schedules more efficient leading to more effective teachers.

Spanish- All Spanish classes will now be taught upstairs in the main part of the school for safety reasons (In case of emergencies since there is no speaker in the Spanish room it makes it impossible to communicate with those in that room).

Music- Music will also be upstairs unless the piano needs to be used.

Spirit Wear- Thanks to Amy Nightingale for all the hard work done on streamlining the website and the spirit wear offerings. We will now be fulfilling orders on a scheduled basis periodically throughout the year and around the change over of Fall/ Spring/ Winter uniforms. Those dates are Summer Uniforms are to be worn from the opening of school to 11/1 and again from the return of Easter break to the end of the year. Winter Uniforms are

from November 1 to the start of Easter break. (order and delivery dates will be announced). There will be an ordering period in November with delivery before Christmas. If you would like an item to be a Christmas gift please let Amy know and she will arrange for delivery not through your child's backpack.

Facebook- Mrs. Lewis and Mrs. DeWitte now have access to the School Facebook page to ease in adding more events. Permission forms were sent out and they are being collected to ensure those who do not want their children to be on Facebook will not be.

Marketing- We will be on a Franklin Lakes Community website page (and once Wyckoff is set up we will switch over) as the only Catholic school on this website and we will be getting new family listings for Franklin Lakes and Mahwah. We will then send St. Elizabeth postcards to these families to advertise and promote our school.

Catholic Schools Week (CSW)- Mrs. Lewis plans to make the week fun and encourage the children to feel special. She will be finalizing the activities with the teachers shortly and then planning on advertising through newspapers and the bulletin.

AfterCare- Mrs. Lewis feels that a list of the children in AfterCare needs to be more tightly managed. She needs to know which children are supposed to be where and who is to be in AfterCare on a daily basis. She gets lists of who goes to the after school activities (tumbling, music etc.) and will develop a listing and procedure for better managing AfterCare. Parents can still call for last minute AfterCare additions or cancellations. Mrs. Palmieri will have a list.

Wellness Day- details will be going home in the envelope this week- Wellness Day is 11/18.

Terra Nova Meeting- Mrs. Lewis plans to have a Terra Nova meeting in January to review past year's performance and the upcoming 2017 test. She wants to make sure that we are informed and wants to share the available data.

YMCA Music program- if you want your child to participate in the YMCA's music program, you need to supply a chaperone because she prefers to not allow a single YMCA person alone with a single child. You can coordinate with the YMCA on this program.

After School Programs- Additional after school programs will be rolled out so stay tuned. If the gym is needed for an SES Sports team, a vendor will be advised they need to go outside for the class (or find another room). She has personally met with every vendor.

DARE- LEAD- The Wyckoff Police Department is not doing any formal drug awareness in any of the local schools but would be open to coming in. Mr. Rokoszak's role will be shifting slightly and he will be proactively visiting the classrooms to assist with issues and education on things such as drug education for the 8th graders. More details to follow.

Music/Choir- Mrs. Lewis will be determining how and when music and choir instruction will be given. Music classes this year have included musical instruction such as music notes, music theory and composers in addition to just singing.

Drop Off and Pick Up Procedures- A parent asked that all parents be reminded of the procedures for pick up and drop off as well as for God Squad. It seems also that the 7:00am church goers are more prevalent in the parking lot during drop off. Mrs. Lewis will work on reminders and procedures.

Committee Reports:

Clothing Drive- Stephany Gubler reported on behalf of Corinne Albarella that we made \$1,184 with over 5400 pounds of clothing and shoes. Thanks and great job to Corinne!

Santa Breakfast- This was discussed during Lynne's Treasurer report.

Pumpkin Extravaganza- Rosanna Young reported that this new event brought in over \$2,200 and it exceeded expectations. The pumpkins were really received and they were pleased that the SES pumpkin was one of the most popular ones showing SES school spirit and pride. Thanks to Rosanna and Erica for a job well done!

Walk to School- Thanks to Maria Neyland for a fun Walk to School event. About 80 participants walked and then received water and an apple.

Fun Friday- Krista Barabas reported that about 36 people attended and it was such a beautiful and warm Fall day. The kids loved the hay ride, running through the cornfield mazes and picking out pumpkins. Thanks to Lynne and Krista for planning the day.

Genevieve- Kate was not there to report the exact numbers but we expect it to be much higher than last year. Thanks, Kate!

Trunk or Treat- Krista reported for Kelly Tweed that 30 trunks signed up (only 26 actually came that night). This is about 15 down from prior years. While it was a fun night there were a few parents who commented that without the DJ and musical games and entertainment kids got a little bored and therefore into a little mischief. (parents need to remember to supervise their kids). Hopefully music and contests, etc. can be brought back next year. But overall the evening was fun and those who attended had a great time. Thanks, Kelly and Deb!

Walk a Thon- Diane Kellogg reported that it was a great and beautiful day for the WAT. The DJ was certainly a hit and the event raised over \$4,000. This is about the same as last year even though we have 18 less kids in the school. Pre K 4 won for the highest average per student (\$30) and Greyson R. was the overall winner with the highest dollars raised. Overall, 67% of the kids participated (down from 71%). Diane sold 77 tee shirts prior to the event and those who turned in a sponsor form will get a NUT pass. Thanks Diane for another well run and fun WAT!!!

A parent asked if all kids in the school can wear their Halloween costumes next year. Mrs. Lewis will need to make a final decision on that.

Fashion Show- Carol Ann Lowell spoke about the upcoming Fashion Show (November 20th at 1:00 at the Preakness Country Club in Wayne). It will be hosted by the 8th grade and said it will be a fun afternoon and many should attend. The models will be told of fitting dates and locations shortly.

Alex and Ani Shopping Event- Krista reported for Maire Houston that this event will take place on 11/29 from 5-7 at the Ridgewood location (across from the post office). 15% of the sales will go back to SES. If you cannot make it on 11/29 you can pre shop and pick up your items on or after 11/29. A parent asked about Alex and Ani commissioning an SES charm and creating a specific inspirational/ reflection card (as she has seen by Holy

Angels). Discussion also occurred about the non-profit store in Wyckoff called All is Well and how they also offer charms. They will also be contacted to see if something can be made for SES and therefore some of the profits will go to the Cancer cause. These ideas will be looked into.

Tons of Toys- This shopping event will occur on 12/7 from 9am to 7pm with 15% of the proceeds going back to SES. The 15% coupon is not valid during the shopping event. So grab any Christmas gifts then.

Christmas Boutique- Carol Ann reported that this event will be set up the morning of 12/12 and then classes will visit for purchasing the afternoon of 12/12 and all day 12/13. Each class comes down at a set time to shop for their families and pets. The price points are typically from \$2-\$10/\$15 and parents can shop with their kids or be surprised. Parents may want to write up a list to buy for especially for the younger kids.

Spirit Wear- Amy Nightingale reported that as of now no one should have outstanding spirit wear orders and to contact her if there are any. The streamlined website is up and running with inappropriate or unpopular items removed. A meeting occurred with Tom Rehan and others to review the best process and it was decided to offer periodic times during the year to order and receive merchandise. The ordering deadlines will be in the e brown envelope so be sure to look if you want to order something. If you are ordering something as a surprise gift please contact Amy to prearrange delivery options. The spirit wear website is found on the SES home page under Spirit Wear. There will most likely be a PJ day during Catholic Schools Week so be sure to order if you want SES PJs.

Restaurant Nights- Parkwood Deli in Midland Park will be having a No Cook Fundraiser on Friday 11/18. For \$34.99 you get a loaf of semolina bread, one garden salad with house dressing, ½ tray of penne vodka pasta and 1 large plain pizza. You can add 6 homemade chocolate chip cookies for an additional \$6. \$5 will be donated back to SES per order, BUT we need to have **30 orders** so please share with your friends and family to get them to do it too. See the flyer in the e envelope for more details.

In addition to the Blue Moon, Mandara and Sugarflake Restaurant Nights, the committee is also looking into an evening at Rocca in Glen Rock (possible 12/13)- stay tuned for more details.

Box Tops- Refer to the attachment at the end of these minutes for all of the details on Box Tops and the other No Cost fundraisers. Contact JoAnne Valentino with any questions.

Amazon Smile- A parent asked if Amazon Smile also included Big Shopper where you subscribe and save 20% or so on items that you have delivered. This will be researched and responded to but the thinking is that it is not included.

\$4\$- Lindsay Daniels reported that the \$4\$ program has been going well. Mrs. Palmieri is well stocked with Market Basket gift cards in case you want to make purchases there for Thanksgiving. There are 2 long orders coming up- one due 12/2 with delivery on 12/9 and one due on 12/9 with delivery on 12/15 so plan accordingly for your Christmas purchases. More Target gift cards will also be ordered.

Wellness Day- More details will be provided by Mrs. Jaffe and the permission slip will be sent home soon but it is on 11/18. Grades 5-8 will be walking to the YMCA with grades 5 & 6 swimming. Grades K-4 will have special sessions at SES.

Lunch- It was brought to our attention that many people are coming late to their lunch shifts. You are required to be at school and in the cafeteria kitchen by 11:00 (and stay until 12:45). You need to sign in at Mrs. Palmieri's office on the Lunch sign in form (Denise collects this weekly). It has also been noticed that many kids are without lunch on Thursday's. If ordering from Park Wood, parents need to order on line and make sure that you receive a confirmation (a confirmation email will be sent). If you do not receive a confirmation then no lunch was ordered and your child will not have lunch available. This may be user error but remember- no confirmation- no lunch. They may buy snacks but we just wanted to bring this to everyone's attention. There is also a flyer explaining this in the 11/8 envelope.

Sports- Volleyball- Maura Sullivan reported that the girls' teams did very well. There were 3 teams (1 JV and 2 Varsity) and a JV and a Varsity team advanced to the second round in the playoffs. There is discussion about forming a boy's team in the spring.

Basketball- 112 kids are participating in Basketball with 6 boys' teams and 5 girls' teams. All Coaches need to be Rutgers SAFETY certified and Lindsay mentioned that there is an upcoming session on 12/8 at Holy Name. All kids in grades 6-8 also need to turn in their sports physicals to Mrs. Jaffe ASAP.

Meeting adjourned at 9:40

No Cost Fundraisers

Update for November 8th HSA Meeting

Box Tops: We counted and bundled over 2,000 box tops and mailed them prior to the 11/1 deadline. We will receive a check in December for this submission. We also earned about \$30 this month from ShopRite for My School in e-box tops from people using their loyalty cards. I estimate our December check will be about \$300. Everyone should get an account for BTFE, you can use the app, the coupons, enter us in contests, etc. If anyone has box tops that are close to expiry, they can send them to me directly. Helps avoid expired box tops (we always have a lot of expired box tops).

Stop and Shop: Started in October and we have earned \$112 in the first month. For context, this is more than Sicomac or Coolidge but less than Washington. We have 38 active users which is higher than the last few years, which is why we already see good impact... This accumulates during the year and we get a check at year end.

Shoparoo: Our 2015-2016 check for \$176.47 is on its way. We have 23,000 roo points this year so far. (36 active users).

Good Shop: We have very few users, but with the holidays coming, I can't stress enough that we can really earn some good money if people use this for your online shopping. So easy to use. Just about every single major retailer will give a donation of 0.5 - 5% of your purchase price, and there is nothing you have to do other than go to the Goodshop App and then select your store from the app, you will get redirected to the store, and you just shop like normal. The donation is automatically credited. We can get donations for every online purchase, gifts, flowers, travel, etc. Anything you can buy on line. I use it for every online purchase and earned \$70 for SES this year myself, which is why I think this has great potential if we could get 10, 20, 30 active users.