

St. John Vianney Catholic School
HSA Committee Meeting
January 5, 2010 ~ 6:00 PM ~ Teacher's Lounge

Agenda

Opening Prayer	
Old Business: ~Treasurer's Report – 12/1/09 Questions ~Contact speakers for Catholic School's week ~Family Night Out Events–Transition with Gala Committee	All Cruz Sr. Ignacia Lisa
Treasurer's Report	Cruz Armendariz
Room Parents Report: ~Improving attendance/involvement	Cindy Pelrine & Olga Rincon
Fundraising Report: ~Fry's Rechargeable Cards-sell at Parent Mtg 1/12 ~Box Tops Program Contest	Lisa Churchill
SJV Staff Birthdays: February Birthdays ~Birthday Basket & Poster ~Birthday Bars ~Birthday Calendar ~SJV Student Birthdays	? _____ Mary Hernandez
Calendar – Upcoming Events: ~ACE Runners ~1/22 – Spirit Rally ~1/23 – SJV Reconciliation 10am ~1/12 – HSA Parent Meeting ~1/15 – Family Movie Night, 6-8pm (indoors) – Movie: Up ~1/31 – Catholic Schools Week Mass & Bake Sale ~2/1-2/6 – Catholic Schools Week/Activities ~2/2 – HSA Committee Meeting ~2/9 – HSA Parent Meeting ~2/12 – Jog-A-Thon ~2/14 – Breakfast Sale ~2/20 – Father/Daughter Dance	All Sr. Ignacia Sr. Ignacia Sr. Ignacia
Roundtable:	All
Closing Prayer	
HSA Committee: Sr. Ignacia Carrillo; Rose Nield, President; Monica Vargas, Vice President; Cruz Armendariz, Treasurer; Laura Sakakibara, Secretary; Lisa Churchill, Fundraising; Cindy Pelrine and Olga Rincon, Room Parent Coordinators. Next HSA Committee Meeting 2/02/10	

HSA Meeting

1/5/2010
6:00 PM
Teacher's Lounge

Minutes

Opening Prayer

Sr. Ignacia

Follow Up:

All

~Treasurer's Report – Cruz indicated that Trish is researching last month's items and there are additional research items from this month's report. If the item on the report is blank, that's because that's all the info she had. The blank items are on the income side, not the expense side. The \$76.00 blank item is from the Family Night Out Chick-Fil-A wheel game. Sr. suggested asking Ms. Mary about the blank items, since she's good at remembering numbers. Cruz will work with Ms. Mary and Trish to identify the other blank items.

~Speakers for Catholic Schools Week – This year's theme is "Catholic Schools – Dividends for Life." Sr. Ignacia identified Bob Solis as one of the speakers for Catholic Schools Week. Sr. Ignacia will work on getting two additional speakers. Sr. asked if anyone had suggestions for speakers to email the names to her asap.

~Family Night Out Events – Lisa and Rose will meet with Jennifer Noel and Melissa Schulski from the Gala Committee to work out the details of the Family Night Out Events. The Gala Committee would like to take over this event to raise money for next year's Gala. Lisa is going to follow up to work out the details on scheduling a meeting.

Action items:

Person responsible:

Deadline:

Follow up and work on correcting budget

Cruz

1/22/10

Make suggestions for speakers for Catholic School's Week

HSA Cmte

1/15/10

Follow up/schedule meeting for Family Night Out transition

Lisa

1/22/10

Treasurer's Report:

Cruz Armendariz

Cruz said everything looks good on this month's report and will work to correct the blank items on the previous and this month's reports.

Action items:

Person responsible

Deadline:

Follow up and work on correcting budget

Cruz

1/22/10

Room Parents:

Cindy Pelrine and Olga Rincon

Cindy stated there was no meeting in December, due to the Christmas Program. The Committee discussed the need to get more attendance at the room parent meetings – the meetings have been reduced to every other month and still attendance is low. Sr. Ignacia authorized a change to the Room Parent Handbook to state that room parents will need to attend all meetings in order to receive all their service hours. In addition, if a room parent misses more than two meetings, they will be removed from the room parent list and they will not receive any service hours. Need to figure out something to encourage room parents to participate more.

Action items:

Person responsible:

Deadline:

Inform room parents of new rule at next meeting

Cindy

1/20/10

Amend Room Parent Handbook with new rule

Cindy

1/20/10

Fundraising:		Lisa Churchill	
<p>Lisa reported that we sold all ten of the Fry's Rechargeable Cards at our HSA Parent Meeting last month and that no additional orders were submitted. Lisa will buy an additional 20 cards to sell at next weeks HSA Parent Meeting and promote the Program. The last Box Tops contest was won by Mrs. Barkasy's class. Lisa will contact Mrs. Barkasy to inform her of the ice cream treat they won. Lisa had no other updates on the other programs but will update at the HSA Parent Meeting. Food City and Campbell's Programs are programs where items can be purchased through a catalog with points we've been awarded. Lisa will forward the points and purchase information for these programs to Sr. Ignacia to decide what the points can buy.</p>			
Action items:		Person responsible:	Deadline:
Submit Food City & Campbell's Program info to Sr. Ignacia		Lisa	1/15/10
SJV Staff Birthdays:		Rose Nield	
<p>Lisa will take care of the February birthday basket and bars. Rose will email the poster and list to her.</p>			
Action items:		Person responsible:	Deadline:
Email Birthday posters to Lisa		Rose	1/25/10
Deliver Birthday basket and bars		Lisa	2/1/10
Calendar – Upcoming Events:		All	
<p>~ACE Runners – Sr. Ignacia asked for help with 50 ACE runners for the PF Chang Marathon. Help is needed with the following. The schedule is as follows: On 1/16 prepare prayer service and brunch for them. Prayer service will be at 11am (30 min) in Library and then provide brunch outside (breakfast burritos, individual cereal boxes and fresh fruit). Brunch volunteers should arrive at 10am. Sr. Ignacia will ask Patty and cafeteria ladies and parents to help prepare food. On 1/16, at 5pm, the ACEers will have mass and a pasta dinner at Bourgade (French bread, salad, water, Gatorade). Cruz is the contact for the dinner volunteers. Dinner volunteers should arrive at Bourgade at 2:00pm to prepare dinner.</p> <p>~Spirit Rally – Will be held on 1/22/10 at 8:15am to celebrate Laura Vacuna.</p> <p>~Reconciliation – Will be held on 1/23/10 at 10am for 2nd grade students receiving reconciliation. Cruz will bring the cake and juice for 100 people. SJV Committee authorized the use of HSA funds to pay for a small reconciliation gift for the students receiving.</p> <p>~HSA Parent Meeting – Will be next Tuesday, 1/12/10. A free dress pass will be given to students whose parents attend the meeting. The pass is to be used on 1/14/10.</p> <p>~Catholic Schools Week – Runs from 1/31/10-2/5/10. The Week begins on 1/31 with the school mass and bake sale. Cindy and Olga will ask each room parent coordinator to get two volunteers per grade for the bake sale. Sr. Ignacia stated there was a change on Grandparents Day Celebration on 2/3/10; mass will begin at 11:00am and the outside lunch will begin immediately after mass (everyone should bring their own lunch-students and grandparents), then early dismissal at 1:30pm. Sr. Ignacia will send out an itinerary to grandparents so they know how the day will flow and to allow them time to pick up lunch/food. Another change to Catholic Schools Week is on Friday – the Spirit Rally will be held at the end of the day. Catholic Schools Week will close with the SJV luncheon for school faculty and parish staff on Friday (approximately 45). The lunch will be set up so everyone can come through on their lunch hour (first lunch begins at 10:45am-set up at 10am). Lunch will include croissant sandwiches, individual bags of chips, fresh fruit. Need to publicize the luncheon early so everyone knows not to bring their lunch that day. All other Catholic Schools Week activities will flow with the email Sr. Ignacia sent out earlier in December.</p> <p>~Jog-A-Thon – Will be held on 2/12/10 and we need parent volunteers. Cindy and Olga will work on getting volunteers for this event (Rose gave the volunteer list to Cindy). Sr. Ignacia will brief Ms. Albrand on the event.</p>			

<p>~School Breakfast Sale – Will be held on 2/14</p> <p>~Father Daughter Dance – Will be held on 2/20/10. Cruz, Rose, Lisa, Monica will help coordinate this event. They will review the menu (possibly meatballs w/marinara sauce, w/pasta, veggie trays, cookies, easy eat/finger foods) Cruz will do shopping and get prices. Rose will ask get music for iPod. Mrs. Ashlock stated that she wants to take photos; the proceeds will benefit the science lab. Monica will look in the Accreditation Handbook for last year’s flyers for pricing of the event. We will promote the price of the photos on the flyers to keep those monies separate from the event ticket price. The event team will coordinate decorations, disco light and the set up of tables (possibly oblong tables in u-shape) to maximize space. Tickets will begin selling on 2/1/10 and the cut off date will be 2/16. Lots of volunteers will be needed, especially for set up and clean up. Cindy and Olga will request volunteers at the next Room Parent Meeting and Rose will call the existing volunteer list.</p>		
Action items:	Person responsible:	Deadline:
Volunteers for ACE brunch arrive at SJV at 10am	Cruz, Monica, Rose, Lisa	1/16
Volunteers for ACE dinner arrive at Bourgade at 2pm	Cruz, Monica, Lisa	1/16
Deliver cake & juice for Reconciliation	Cruz	1/23
Coordinate volunteers for school bake sale on 1/31	Cindy/Olga	1/29
Send itinerary home w/students for Catholic Schools Week	Sr. Ignacia	1/22
Coordinate volunteers for SJV staff luncheon on 2/5	HSA Cmte**	1/28
Coordinate volunteers for Jog-A-Thon on 2/12	Cindy/Olga	2/10
Coordinate volunteers for school bake sale on 2/14	Cindy/Olga	2/10
Coordinate/plan Father/Daughter Dance on 2/20	Cruz, Rose Lisa, Monica	1/23
Coordinate volunteers for Father/Daughter Dance	Cindy/Olga	2/1
Call volunteers on sign up sheet for Father/Daughter Dance	Rose	2/1
**Please let Rose know if you can to help w/this event – Thanks!	HSA Cmte	1/28
Closing Prayer:	Sr. Ignacia	