



Executive Committee Meeting Agenda

December 6, 2018

In attendance: Dr. Al Varisco, Monica Cervantes, Maria Fraire, Susie Jacobs, Nancy Alvarez, Omo Ekhaese, Alicia Bruno, Lorraine Hancock

Welcome	Opening Prayer
Principal's Report Dr. Al Varisco	<ul style="list-style-type: none"> • Brief comments about Camp Kappe. All went well. • Discussed changes to bus billing system to prevent lost checks. • Currently in Advent season; getting ready for Catholic Schools Week upon returning from Christmas. • Update on Accreditation process; team will visit the school at the end of March. • Dr. Al will get us an update from Linda Toerner about the Anti-bullying training. • Dr. Al will talk to Ms. Conti to make sure that Science Fair is run consistently across the school with clear guidelines and expectations.
General Chairs Monica Cervantes Susie Jacobs	<ul style="list-style-type: none"> ○ Next HSA Meeting – January 10th ○ Next HSA Event is Open House – January 27th ○ Suggestion for using Sign Gypsies for Catholic Schools Week. Is this something we like? Is it in the budget? Can we get church approval?
<p>Notes:</p> <ul style="list-style-type: none"> ○ Dr. Al will ask Father Vincent about signage for CSW ○ Science Fair needs judges on February 20, 2019 	
Finance Lorraine Hancock	<ul style="list-style-type: none"> ○ Status of Funds ○ Review procedures for Field Trip Bus Requests: We will now be invoiced from Goodman instead of giving them a check on arrival. We still need a system of HSA approval for buses so we can keep track in the budget.
<ul style="list-style-type: none"> ○ Lorraine will make a new form specifically for bus requests that teachers will need to fill out. ○ Spirit Shirt invoices still haven't come in from the company. Nancy will look into it. 	
Spirit Items Nancy Alvarez	<ul style="list-style-type: none"> ○ Update on getting HSA shirts for new members
<p>Notes:</p> <ul style="list-style-type: none"> ○ Nancy will talk to Liz Filer about it. 	
Student Activities Cecilia Lalicata Lisa Sanchez	<ul style="list-style-type: none"> ○ Popcorn on the Plaza – January 10th <ul style="list-style-type: none"> • Do we need to order supplies?

<p>Maria Freire Candace Bearden</p> <p>Kim Woodruff – Dances/Sports Banquet</p>	<ul style="list-style-type: none"> ○ Date for the School Carnival is May 10th- Do we want to start getting vendor approval from Archdiocese? ○ Update Middle School Hollywood Dance – Jan 25th
<p>Notes:</p> <ul style="list-style-type: none"> ○ Will check supplies after meeting. Need to contact Cecilia to see if she is still able to be in charge of PoP or if we need to find someone else. ○ We will start officially planning the carnival at the January HSA meeting and set up subcommittees. ○ Booking the DJ for the Middle School Dance was difficult but finally achieved. 	
<p>Spirituality Lisa Nava Omo Ekhaese</p>	<ul style="list-style-type: none"> ○ Advent/Christmas Drive: Maria Mitchell spoke to the students about the gift card donation drive year for the teens at catholic charities. Still waiting on an email/note with more information. <i>Cards are due on December 19.</i> ○ <u>Feast of St. Nicholas, Thursday, December 6th</u> <ul style="list-style-type: none"> ● students will receive a treat bag with the following items: <ul style="list-style-type: none"> clementine (representing fruit that St. Nicholas left for the children) candy cane (representing St. Nicholas' crozier) chocolate candy coins (representing coins given by St. Nicholas) prayer card focusing on what actions can you take to be charitable like St. Nicholas ○ treat bags will be distributed to classroom teachers on Wednesday, December 5th ○ I will send a morning announcement to Dr. Al to announce that St. Nicholas paid a visit...(for the younger kiddos) <p><u>Our Lady of Guadalupe, Wednesday, December 12th</u></p> <ul style="list-style-type: none"> ● Father Vincent did not give approval for the matachines to perform during Mass (this was a requirement from their Pastor for their ministry) ● we will have churros as a little treat at lunch on 12/12; Sandra will get them ● we will have an altar set-up for Our Lady...I'll have it up by Monday, 12/10 so that it can be up for the week; take down Friday, 12/14 or Monday 12/17 ● the religion classes will watch a movie about Our Lady of Guadalupe ● the students will all receive a keychain (can be put on backpacks) that has an image of Our Lady of Guadalupe along with prayer words in Spanish ● NEEDS: We have some volunteers but if you are available they may need the extra help. 1.) help slice and serve churros for all lunch periods; churros can be cut into halves or thirds and placed in the paper hot dog boats for easy travel; they will need to be delivered to the classrooms for the PK classes; if lunch is outside that day, they will need to be delivered to those classes (K-8th) as well; Jeanne can give you a list of the count for each class; PK is at 11:00; K-3rd @ 11:30; 4th-8th @ 12:15; middle school eats on the porch next to the PE fields (when outside) 2.) help count and bag the keychains then deliver to the classroom teachers <ul style="list-style-type: none"> ● Next second Sunday Mass is January 27.
<p>Teacher Appreciation /Room Moms KennaLyn Spozio Andie Riley</p>	<ul style="list-style-type: none"> ● Letter went home with students Monday for Epiphany donation requests for Special teachers and staff

Notes:

- We still need to request money from all the school for Special Teachers' birthday gifts; maybe Kenna can send out a letter after Christmas.

Extra-Curricular

- Quiz Bowl
- Chess Club

DC Trip 2019

Liz Filer

- Washington D.C. Trip is coming up Spring Break during 2018-2019 school year.
- Need events for students to earn up to 10 hours for HSA funding

Steps for Students

Liz Filer

- February