



## Immaculate Heart of Mary Home and School Board Meeting

<b>Meeting Date:</b> 10/2/19	<b>Time:</b> 6:00 PM	<b>Location:</b> Faculty Lounge
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**Board Members Present:** Sabrina, Mara, Bridget, Leigh Anne, Alison, and Andrew

**Meeting Purpose:** School Update and Christmas Bazaar

**Materials included in Board Packet:** Beyond the Goal

Agenda Item	Discussion	Action Taken/Follow up
<b>School Update (Andrew)</b>	<ul style="list-style-type: none"> <li>● The plumbing issue was addressed; a root in a pipe was the issue.</li> <li>● Maintenance issues should improve               <ul style="list-style-type: none"> <li>○ Blue Ribbon has a maintenance and building committee. Committees should be up in the new year.</li> </ul> </li> <li>● Terra Nova benchmark will be taken in January to see where we are and what we need to work on.</li> <li>● Have begun the Middle States Accreditation process</li> <li>● Mrs. Johnson will start shortly, which means 100% staffing</li> <li>● Extended trimester due to emergency day and a ½ taken this week.</li> <li>● Christmas show 12/20 9:30 am; Scratch Off raffle winner pulled after the concert.</li> <li>● 1/28/20 Jim Kelly will be in the school</li> <li>● 8 kids on PreK-3 waiting list, if we get 10 we will open a 2nd PreK-3</li> <li>● 2nd grade has 30 kids but not combining into a single class</li> </ul>	



	<ul style="list-style-type: none"> <li>● There was discussion about Trivia Night fundraising to go toward operating budget given we are projecting a deficit for the year. This will likely be a school event rather than a “Home and School” event for this reason.</li> <li>● 2/14/20 Teacher In Service Day (½ day)</li> <li>● Bridget would like to present to teachers: how to identify how to write a grant, how to find grants, identify needs and dreams. Perhaps after school.</li> <li>● 80 kids signed up for Kids Afternoon Out</li> <li>● Blizzard packets - 5 days worth of work so we won’t have to make up days</li> </ul>	
<p><b>Board Update (Sabrina)</b></p>	<ul style="list-style-type: none"> <li>● The Director of Parent Recruitment and Involvement will transition off the board into a less formal role as part of the school community. <ul style="list-style-type: none"> <li>○ The position will not be filled - the Board has voted to eliminate the position as a Board role. (Approved by all voting Board members)</li> </ul> </li> <li>● Need to review and firm up dates for upcoming events</li> <li>● January Meeting: 1/23/20 <ul style="list-style-type: none"> <li>○ Host a wellness, planning or camp fair</li> <li>○ Present financials to date</li> </ul> </li> </ul>	
<p><b>Financials (Leigh Anne)</b></p>	<ul style="list-style-type: none"> <li>● Reviewed what is currently in the bank account and what checks and invoices are outstanding</li> <li>● Yankee Candle: online sales still open to January but have died down <ul style="list-style-type: none"> <li>○ Total Sales: Approximately \$4,000</li> </ul> </li> <li>● Bazaar: still waiting for some receipts to complete reimbursements <ul style="list-style-type: none"> <li>○ Expenses: Approximately \$3,500</li> <li>○ Raised: Approximately \$16,000</li> </ul> </li> </ul>	
<p><b>Bazaar Review (all members)</b></p>	<ul style="list-style-type: none"> <li>● What went well: Flow was improved by moving the kids area to the PreK 4 room, layout worked well, Santa was great, decorations were awesome, raffles were well received, great vendors, walkie talkies were really helpful,</li> <li>● Rethink for next year: Menu needs to be reviewed (mac and cheese and sausage were not popular), baked goods table: too much space to fill, consolidate that a bit better, slime: replace with a craft of some sort, games:</li> </ul>	



	<p>need more volunteers and maybe switch up some games, need to highlight Vendors Row and Kids area a little more clearly, can we save some money on the additional items we buy to put in raffle baskets?</p> <ul style="list-style-type: none"> <li>• Need to start planning in January or February 2020.</li> </ul>	
<b>Upcoming Events</b>	<ul style="list-style-type: none"> <li>• Meet again in two weeks, preferably at a restaurant.</li> <li>• Need to form committees for Boys and Girls Events</li> <li>• Fundraisers: Couch Tomato, Christmas Ornaments, Five Below weekend, and Scratch Off Raffle</li> </ul>	
<b>Hot Lunch (Sabrina)</b>	<ul style="list-style-type: none"> <li>• Colonial School District is still being unresponsive</li> <li>• Sabrina and Gina are looking for alternative vendors</li> <li>• Will try to schedule a tasting or something.</li> </ul>	

**Next Steps:**

<b>Task:</b>	<b>Owner:</b>	<b>Due:</b>

Respectfully submitted by

Alison Ritchie/Secretary