

Holy Spirit Catholic School HSA Meeting Minutes

October 11, 2016 at 6:30 p.m.

Dr. Luciano, Principal, Michale Dudley, President, Linda Keeney, Vice President, Michele Lavelle, Treasurer, and Heather Duran were H.S.A. Board members in attendance.

Dr. Luciano opened the meeting at 6:31 p.m. with a prayer/thought.

Minutes from September 2016 meeting were reviewed and adopted.

Michelle Lavelle discussed the Treasurer's Report for the HSA. The ending balance as of September 26 was \$2,693.33. Payments for September included donation to Vision is Priceless for \$100, Discovery Education for \$1,600 for 2015-2016 school year, and certificates for Awards Ceremonies for \$117.60. H.S.A. approved to purchase pins for St. Aquinas Awards for last year's students and current year students.

Dr. Luciano gave a Principal's Report. Class pictures and group pictures are scheduled for Wednesday. School still needs volunteers for clean-up on Saturday from 8 a.m. to 10 a.m. A tree service will be cutting down trees hanging over the playground. The Diocese has communicated that the 2 days missed for Hurricane Matthew will not be made up. The last day of school is still June 1, 2017.

H.S.C.S. received the inspector report from Arthur Gallagher regarding the school insurance risks. There were 35 items listed with only 1 being a required fix. As of October 12, 2016, 27 of the items have been addressed and approximately \$800 has been spent. Items included new safety outlets for 4-6 year old classrooms for \$373, harness for going on the roof for \$225, and an adapter for sink for \$80. In addition, the school is looking into a platform to swipe cards to enter the 2nd level of the school (middle school classrooms). There would only be one card distributed per classroom.

Michelle Lavelle provided updates on the Fall Festival scheduled for October 28. Still in need of 2 volunteers for pizza pick-up starting at 6:15 p.m. and every 15 minutes after. Pizza will be paid for in advance. Need volunteers to collect money from 6:30 to 8:30. Need a very small number of student volunteers for set-up Thursday night. Need about 30 (7th and 8th graders) volunteers for games on Friday. Need volunteers to judge costume contest. Need MC for costume contest. Lisa Bell will talk to student council about being an MC. Lisa Bell to coordinate volunteer sign ups with the school kids. High school kids can also volunteer. H.S.A. will need to pay for game supplies. Mrs. Warfield to coordinate estimation game. Soda and Little Debbie donations can be sent in early. In the future, H.S.A. will store supplies for the Fall Festival in the school's attic.

The Santa Shop will take place on Dec 13th. Flyer has been sent home. Items have been purchased. Need to create envelopes or labels for envelopes so the kids can put their money inside envelope. Details for the Santa Shop will be discussed by Jeff at the November meeting.

Looking at EJ's as a replacement for Sweet Tomato's. Subway doesn't deliver. Panera is expensive. Ice cream was saved by Tony when school lost power recently. Milk is replaced by the company for free. If a student purchased lunch on one of the days missed, their Canteen Fund will be credited.

With there being no further items to discuss, the meeting closed with a Hail Mary at approximately 7:02 p.m.