

| Home & School Minutes   |   |                                     |                               |
|---|---|-------------------------------------|-------------------------------|
| 10.18.2011  |   | Start Time: 7:00PM / End Time: 8:00 | Holy Trinity School Cafeteria |
| H&S President   | Jody Shannon  |                                     |                               |
| H&S Vice President  | Matt Garvey   |                                     |                               |
| H&S Treasurer   | Monica LeMay  |                                     |                               |
| H&S Secretary   | Nicole Coty   |                                     |                               |
| Attendees   | Cathy G., Kathy D., Alicia O., Jody S., Monica L., Laure M., Amy V., Stacy J. Matt G., Tammy H., John C., Dr. Gleason   |                                     |                               |
| Committee Updates:  |   |                                     |                               |
| <b>TREASURER REPORT</b>   | Monica LeMay  |                                     |                               |
| Discussion  | <p>Drive for kids: Over 150 drove, thought about 170. We made \$1980.<br/>           Received matching Spring Fling funds: \$1115<br/>           Target Red Card: Received \$2200<br/>           Uniform Exchange: \$178<br/>           Budgeted \$30,000 for Marathon</p> <p>Spent ~ \$6,000.00; \$5,000.00 for computers and \$1,000.00 for playground and crossing guards</p> <p>Discussed to give each teacher a Target gift card for classroom supplies. Decision made not to give gift cards as we do not want to have cards with left over money. Morale and Appreciation to give each teacher a card stating that H&amp;S would like to give them \$\$\$. Wait until we know how much marathon brings in. Also need to decide who get this. (Teachers, specialists). Could attach with cookie tray we provide at Christmas.</p>   |                                     |                               |
| Conclusions   |   |                                     |                               |
| Action Items  |   | Person Responsible                  | Status                        |
| Let us know what approx amount marathon brought in for next meeting |   | Kristy Wagner                       |                               |
|   |   |                                     |                               |
| <b>PUBLIC RELATIONS</b>   | Cathy Goaley  |                                     |                               |
| Discussion  | Once we know what direction we are going regarding merger, we will move forward with marketing.   |                                     |                               |
| Conclusions   |   |                                     |                               |
| Action Items  |   | Person Responsible                  | Status                        |
|   |   |                                     |                               |
|   |   |                                     |                               |
| <b>FUND RAISING</b>   | Open  |                                     |                               |
| Discussion  | <p><b>Barnes &amp; Noble Bookfair:</b> Amy V. to coordinate. Jody will fill her in. Saturday, December 3, at WOODBURY location. Will probably not do gift wrapping. There will also be an online aspect this year. Monica volunteered to gift wrap if we DO want to include. Solicit teachers for book "wish" list.</p> <p><b>Spring Fling:</b> Co-Chairs: Alicia and Stacy Two dates and found location. Looking at SJV gym. (\$450) for whole night. We have a special "license" to serve alcohol. \$50 permit for alcohol. 2 dates 4/25 and 5/5 (Cinco DeMayo). Leaning towards 5/5 and Cinco DeMayo. Can seat 200-220 people. Fr. Echert can only make it on 5/5, so 5/5 it is. Will need a locked room for counting money. Alicia is looking for more Jersey's, tickets. Kathy has information to get donation from Sun Country.</p> |                                     |                               |
| Conclusions   | Spring Fling will be May 5, 2012  |                                     |                               |
| Action Items  |   | Person Responsible                  | Status                        |
| Find out when SSP prom is being held                                |   | Stacy                               |                               |
| <b>HOSPITALITY</b>  | Laure Miler   |                                     |                               |
| Discussion  | <b>Christmas Concert:</b> December 15, 7:00 PM. Will need more volunteers for cookies.  |                                     |                               |
| Conclusions   |   |                                     |                               |
| Action Items  |   | Person Responsible                  | Status                        |

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|---|---|--|
| Double check napkins and drink mix availability | Cathy   |  |
| <b>VOLUNTEERISM</b>                             | Colleen Wojnar  |  |
| Discussion                                      | <p>Need volunteers in the following areas:</p> <p><b>Open House (January 22):</b><br/> Hospitality – Lead: Cathy Goaley, 3 helpers<br/> Communications – Lead: OPEN, 2 helpers</p> <p><b>Parades (Kaposia Days, Cottage Grove, Inver Grove Heights)</b><br/> Team Lead: OPEN<br/> Reminder Phone Calls: Alicia Oferosky (kidz.will.be.kidz@hotmail.com)<br/> Family Participation/Interest: multiple families</p> <p><b>Scholastic Book Fair (January 22):</b><br/> Team Lead: OPEN<br/> Reminder Phone Calls: 1 helper<br/> Help with setting up @ start of school: 4 helpers<br/> Monitor Book Fair Date: When classes visit – during school: 4 helpers<br/> Sell @ Book Fair 1<sup>st</sup> shift 9 AM – 11 AM: 3 helpers<br/> Sell @ Book Fair Date: 2<sup>nd</sup> shift 11 AM – clean up<br/> Luncheon 1<sup>st</sup> shift 10:30 AM – noon: 4 helpers<br/> Luncheon 2<sup>nd</sup> shift noon – 1:30: 4 helpers</p> <p><b>Spring Fling:</b><br/> <b>Decorations:</b><br/> Team Lead: OPEN<br/> Team Members: 4helpers<br/> <b>Food:</b><br/> Team Lead: OPEN<br/> <b>Beverages:</b><br/> Team Lead – OPEN<br/> <b>In-House Communications:</b><br/> Team Lead: Open<br/> <b>Community/Media Communications:</b><br/> Team Lead: OPEN<br/> <b>Invitations:</b><br/> Team Lead: OPEN<br/> Team members: 1 helper<br/> <b>RSVP &amp; Tickets:</b><br/> Team Lead: Nikki Dahlstrom<br/> Team members: 2 helpers<br/> <b>BIG Raffle:</b><br/> Team Lead: OPEN<br/> Team members: 1 helper<br/> <b>Games, Raffle &amp; Heads/Tails:</b><br/> Team Lead: Pam Burke<br/> Team members: 1 helper<br/> <b>Night of Event Helpers:</b><br/> Team members: 8 helpers<br/> <b>Hall &amp; Entertainment:</b><br/> Team Lead: Alicia O.<br/> <b>Classroom Art Projects:</b><br/> Team Lead: OPEN<br/> Team members: K-8<br/> <b>Silent Auction:</b><br/> Team Lead:<br/> Team members: 4 helpers<br/> <b>Silent Auction Set-up:</b><br/> Team Lead: OPEN<br/> Team members: 6 helpers<br/> <b>Night of Event Runners:</b><br/> Team members: 4 helpers<br/> <b>Cashiers:</b><br/> Team members: 4 helpers<br/> <b>Welcome Table &amp; Name Tags</b><br/> Team members:3 helpers</p> |  |

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|----------------------------------|--|--------|--|
| Discussion                       | <p><b>Teacher Appreciation Lunch (May):</b><br/> Team Lead: OPEN<br/> Reminder Phone Calls: 1 helper<br/> Set-up &amp; Serve 11:00 - 12:30:<br/> Team Members: 2 helpers<br/> Donate BBQ Beef to feed 12:<br/> Team Member: 1 helper<br/> Donate 2 pks Buns &amp; 2 bags of chips:<br/> Team Member: 1 helper<br/> Donate a green leaf lettuce (2 salads):<br/> Team Member: 2 helpers<br/> Donate Dessert (2 needed):<br/> Team Member: 2 helpers<br/> Clean up @ 12:30:<br/> Team Member: 2 helpers</p> <p><b>Lost &amp; Found:</b><br/> Team Lead: Open (place notice in school Friday folder each time the items are displayed)<br/> Organize &amp; Display items on <b>December 15<sup>th</sup></b><br/> Team Member: 1 helper<br/> Organize &amp; Display on <b>May 17<sup>th</sup></b><br/> Team Member: 1 helper<br/> <b>Rosary Leader (every Wednesday before school mass at 8:07)</b><br/> Team Members: 3 helpers</p> |        |  |
| Conclusions                      |  |        |  |
| Action Items                     | Person Responsible   | Status |  |
|                                  |  |        |  |
| <b>MORALE &amp; APPRECIATION</b> | Kathy Darrow & Barb Uecker   |        |  |
| Discussion                       | <p><b>Teacher Cookie Exchange:</b> Will need to focus on date and time set for putting together. (Dec. 9)</p> <p>Suggestion to provide cookie tray on December 9.<br/> December 20, is last day before Christmas break.</p>  |        |  |
| Conclusions                      |  |        |  |
| Action Items                     | Person Responsible   | Status |  |
| Put together flyer               | Kathy D.   |        |  |
| <b>Special Events</b>            |  |        |  |
| Discussion                       |  |        |  |
| Conclusions                      |  |        |  |
| Action Items                     | Person Responsible   | Status |  |
|                                  |  |        |  |

## New Business/Open Discussion

Jody started meeting with prayer at 7:00

Jody confirmed with Peggy the first Tuesday of the month at 6:30 for future meetings.

Dr. Gleason Report: Thanked H&S for conference dinner. Enrollment K-8 is 133. Update on regional collaboration effort, decision to be made by the end of the month by the Archdiocese. Once decision is made, they are looking to implement for 2012-2013 school year. Looks like next year there will be 3 schools down from 5 schools in the SSP/WSP area. One governing board over both sites, but each site would also have a school board. Marathon went well.

At this time no staff member assigned to H&S.

Discussed trying to better communicate our needs for volunteer opportunities for upcoming events. All areas that need more volunteers listed in volunteerism section above.

Pam LeVessor will talk to Alice Gilbert to possibly take over Scholarship committee.

Jody ended meeting with prayer at 8:05

| Action Items | Person Responsible | Status |
|--------------|--------------------|--------|
|              |                    |        |