

## Divine Providence Academy – St. Joseph Campus

### Home and School Association Meeting Minutes

Approved By Karen Reed-Timmer

Date: 10 February 2020

Time: 6:30 PM

Location: St. Joseph Campus

#### Executive Committee:

HSA Role	Representative	Attended? (Yes/No)
President	Karen Reed-Timmer	No
Faculty Liaison	Kate Beuschel	Yes
Communications	Leanne Lipski	Yes
Hospitality	Tonya Fritz	Yes
Faith Formation	Jeannie Sokolowski	Yes
Parent Ambassador	Ashley Dietrich	No
Room Parent	Brittany Carmody	No
Volunteer Coordinator	Mandy Badgerow	No
Fundraising Coordinator (Auction Chair)	Jennie Taylor	No

#### Additional Participants:

- Kaitlyn Kober

#### Discussion Summary

- **Key News**
  - Next HSA meeting will be Tuesday, March 10 at 6:30 PM at school

#### Recap:

- Catholic Schools Week
  - Cookie Delivery
    - The event was very well organized and deliveries seemed to go smoothly and quickly. Staff did a great job of having everything prepped and sorted by the time students were dropped off. Suggestion for future field trips is to remind parents to leave boosters for their children because many had forgotten.
  - Game Day
    - Kids really enjoyed it and teachers were able to join in and strengthen student/teacher relationships.

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- Vocations
  - Jeannie was able to get Fr. Mulderink to come in and talk to students, which went really well.
  - Next year, hoping to have our new priest and that he'll be able to talk to students. Jeannie is also going to contact the sisters in the summer so we can get them scheduled for Catholic Schools Week 2021
- Brunch with Fr. Fred
  - Great turnout, Fr. and the kids really enjoyed it
- Story Time
  - Not much of a turnout (Jeannie brought James), but there was a lot of illness going around at that time, so hopefully the next one will attract more families
  - Recommend getting more parents to share on Facebook/social media. Next one is scheduled for February 20th.
- J-Club
  - Karen is working on going through invoices and tracking down the monies.
- Auction
  - How was the turn out this year?
    - 258 people according to ticket sales, 68 of those were first timers
  - Overall profits still being finalized but seems to similar to other years
  - Looking into purchasing our own sound system for next year – recommendations were given to Kyle Beuschel about what type of equipment would work best for our needs (~\$300 from Amazon)
- Father/ Daughter Dance
  - Feb. 22nd
  - 6:30-8 pm
  - Need RSVP by 2/14 – if not enough people RSVP then dance will be canceled and will just make the mother/son bowling a family event
  - SJ HSA will supply drinks and a candy bar
    - Kaitlyn has ½ gallon mason jars to put the various candies in
    - Tonya will buy candy and small bags to fill up
  - Does SC need additional moms to help serve/clean up? Tonya to reach out
  - Kathy has said Saint Catherine's has it covered. She will let us know when and if they need assistance.
- Mother/ Son Bowling
  - Feb. 29th
  - 11am-1pm
  - SJ HSA will be covering half of the expense of pizza/pop. SC HSA will be covering the other half
  - Kathy will let us know if any help is needed.
  - Very few RSVPs at this point
- Conferences
  - HSA will be supplying lunch for the staff.
    - Jimmy Johhs – have teachers pick out their own order
    - Leanne will call it in, Kaitlyn will pick it up (Alpine Location)
- Grand Friends Day
  - Friday, March 20<sup>th</sup>

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- Bingo first, followed by (meatless) spaghetti lunch
- There are a few prizes leftover from bingo last year, but not very many so probably need to get more
- Send out invites by Feb 18 and ask for RSVPs by Mar 4
- Mandy will send out Sign-up genius by Mar 9 asking parents to help with bringing food, setting up, serving and cleaning up

### **New Business:**

- All Saint's Day Reimbursement
  - Saint Catherine's is willing to pay for ½ of the costs (pizza, candles, rosary books), but needs SJ HSA to submit reimbursement form to SC
- Valentine's Day
  - HSA providing lunch for students and staff (taco bar)
  - EC is doing their party Wednesday afternoon
  - All other classes are doing their own parties starting after lunch (12:30)
- March is Reading Month
  - What activities are happening and will the school need assistance?
  - Rep. Luke Meerman will come in for a school tour and read a book to the school
  - Mrs. Tagg, the Children's Librarian from Coopersville Library will come in to talk about March is reading month, Dr. Seuss' Birthday Bash Celebration and donate a book to the school
  - Staff plans to provide incentives for hitting reading minutes again this year (different dress up days)
    - Send out a weekly email about what the dress up days for the next week will be so parents have time to prepare
- Midwinter Survey
  - Survey will be sent out February 11 and due back by February 14
- New Treasurer Position for HSA
  - We plan to add position for the 2020-21 school year
  - For the remainder of this year, Kate recommended emailing Todd Kline prior to each HSA meeting to run a report so that we can have an updated balance of where we stand each month
- Ash Wednesday
  - Feb. 26<sup>th</sup> at St. Catherine's (10:30 am)
  - Tentative Schedule: Depart SJ's (10 am), Mass (10:30 am), Recess (11:30 am), Lunch (12 pm), Leave SC's (12:30 pm) and return to SJ's (1 pm)
  - Suzanne will send out permission slip
  - Need parent drivers (pick up kids at 10 am from St. Joe's and bring back from St. Catherine's around 12:30 pm)
  - Send out reminder to parents the night before to drop off boosters if their child needs one
  - Kids will bring their own lunches
  - Jeannie will do station of the cross eggs with preschoolers since they won't be going to St. Catherine's

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- She needs egg cartons (Cartons that hold 18 eggs works better than standard 12-egg cartons)
- Middle School Theology of the Body Retreat
  - Feb 28th
  - Franciscan Life Processing Center, Lowell
  - No parent drivers needed
- Feast Day of St. Joseph
  - Use Science room for donuts with Dad (Mar 19) 7:30-8
  - Coffee and cider
  - Invite Deacon Ed, Fr. Phil, Little Wings dads
  - Prayer card or quote to give dads?
- Walkathon
  - Tentatively scheduled for May 15
  - Could potentially do it at Ravenna Park if we wanted to do a combined event
  - Discuss with Kathy Morey again and get her thoughts
- Valentine's for Helen Devos Children's Hospital
  - They are collecting paper valentine's day card for the kids staying at the children's hospital
  - If time permits, students will make cards for the children's hospital
  - Need to have them done by Wednesday, Feb. 12
  - Leanne will deliver
  - Next year check to see if they're doing it again and try to coordinate sooner

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**Planned Events/Activities for 2019/2020**

Event	Tentative Date	St. Joe's only or All School Event	Additional Comments/Discussion
St. Joe's Open House	14 Aug 2019	St. Joseph's	Back to school open house, school pictures, etc
Back to School Party	23 Aug 2019	All School	6-10 pm at Jeannie Sokolowski's house – outdoor potluck dinner, bonfire, possibly outdoor movie projector (if dark enough)
State Capital Trip (Upper Elementary)	24 September 2019	All School	Kate is working on applying for grant money to help fund this trip
Fall Harvest Party (Auction Fundraiser)	<del>27 Sep 2019</del> 12 Oct 2019	All School	At Adam and Jennie Taylor's Property (68 <sup>th</sup> and Wilson). Pick pumpkins, hay maze, hay rides, games, concessions, paint pumpkins
St. Catherine's School Auction	19 Oct 2019	St. Catherine's	
All Saint's Day Mass and Celebration	1 November 2019	All School	Option to dress as a saint and let Father guess who they are
Fall Service Project	Oct/Nov 2019	All School	Go out into community and rake leaves for elderly – possible competition with St. Catherine's to see which school can fill the most bags
<del>Caroling at Mary Free Bed Pediatric unit</del>	<del>December 2019</del>	<del>All School</del>	<del>Jennie Taylor to discuss dates and details with Mary Free Bed – potentially at Helen Devos as well</del>
Santa's Workshop	12 Dec 2019	St. Joseph's	Make sure that we have proper supplies/inventory ahead of time and that burden doesn't fall on Suzanne again the morning of event
Christmas Sing along	20 Dec 2019	St. Joseph's	Will be in St. Joe's basement after Christmas party
KC Pancake Breakfast	12 Jan 2020	St. Joseph's	Proceeds from the Knights of Columbus breakfast will go to DPA
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Catholic Schools Week (CSW)	Jan 26-Feb 1	All School	NCEA.org
CSW Service Project – Celebrate Community	27 Jan 2020	All School	Deliver cookies to businesses in the community
CSW Celebrate Students	28 Jan 2020	All School	Sledding (if weather permits) or board game day for backup
CSW Celebrate Nation	29 Jan 2020	All School	Rosary to pray for nation and write letters to thank service members
CSW Celebrate Vocation	30 Jan 2020	St. Joseph's	Jeannie to arrange for both Father Jegar and the Dominican Sisters of Mary Mother of Eucharist to come to school
CSW Celebrate Faculty, Staff and Volunteers	31 Jan 2020	St. Joseph's	Hard to do extra events because it's set up day for auction – open to suggestions. Possibly have 8 <sup>th</sup> graders to help set up, have to check with Kate and auction.
St. Joe's Auction (CSW Celebrate Families)	1 Feb 2020	St. Joseph's	Come celebrate your family by joining in St. Joseph's Auction!
Daddy/Daughter Dance	22 Feb 2020	All School	Host at St. Catherine's

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Mother/Son Bowling	23 Feb 2020	All School	Ravenna Bowl was suggested but open to other Mother/Son event ideas as well
Grandfriends Day	20 Mar 2020	St. Joseph's	Mass followed by brunch and bingo
Prayerful Walkathon	15 May 2020	All School event, but separate at each campus	Have people pledge money and kids walk and pray for sponsors intentions – for SJ's, have donations go to a "charity fund" that we use to support various charitable events during the year, such as kid's food basket, degage, adopt a family, etc
Field Day	1 June 2020	All School – Hosted at St. Catherine's	SJ's to help with more prep work – ask for volunteers to set up morning of event. No need for an alternate rain date, just move inside if necessary
8 <sup>th</sup> Grade Graduation	5 June 2020	St. Joseph's	Celebrate at student mass Friday morning on the last day of school – 2019 graduates seemed to prefer graduating in front of peers rather than the whole church congregation. 7 <sup>th</sup> Grade parents, along with HAS will have a small celebration after Mass.
HSA Meetings	<del>Monday, Oct 14</del> <del>Tuesday, Nov 12</del> <del>Monday, Dec 9</del> <del>Tuesday, Jan 14</del> <del>Monday, Feb 10</del> Tuesday, Mar 10 Tuesday, Apr 14 (13 <sup>th</sup> is Easter Monday – no school) Tuesday, May 12 Monday, Jun 8 (end of year wrap-up meeting)	St. Joseph's	HSA meetings will be on the 2 <sup>nd</sup> Monday of every even month and the 2 <sup>nd</sup> Tuesday of every odd month at 6:30 pm, with exceptions being made for holidays and holy days