

CHAIRPERSON: Kate Meyer

MEETING DATE: September 16, 2013

MEETING TIME: 6:30PM

LOCATION: SKDS Room 312 3rd Floor **NEXT MEETING:** October 21, 2013

MEMBERS PRESENT: Danielle Paul Kate Meyer

Allison Seufzer Dawn Klockow Diana Banes **Heather Eggers** Katey Blaskowski **Jenny Wendorf** Deb Rampanelli Lori Warmka **Emily McCarthy** Kathy Hoch

Kathy Armstrong

CALL TO ORDER: 6:30PM ADJOURNED: 7:30PM

MINUTES TAKEN BY: Danielle Paul

TIME: 6:30PM

LOCATION: SKDS Room 312 3rd Floor

Home and School Association Meeting Minutes

AGENDA ITEM	DISCUSSION/CONCLUSION	ACTION/FOLLOW-UP	PERSON RESPONSIBLE
Call to Order	6:30PM by Kate Meyer		Kate Meyer
Prayer	Our Father led by Kate Meyer		Kate Meyer
Approval of Minutes	Motion by Heather Eggers, Second by Dawn Klockow to approve minutes from May 2013 meeting		Danielle Paul
Treasurer's Report 1. Budget Update	Yellow sheet shows budget for 12-13 and what was actually spent. Proposed budget for 13-14 is similar to last year, but expected expenditures are slightly more than expected income. Try to have projects come in under budget if possible. Motion to approve by Jenny Wendorf, second by Allison Seufzer, motion carried.		Dawn Klockow
Additions to the Agenda 1. Request for Tablet	Barb Haase and Judy Wilson requested to use the remaining unspent teacher classroom money to test drive		Kate Meyer

ACENDA ITEM	DISCUSSION/CONCLUSION	A CTION/FOLL OW/ UP	PERSON
AGENDA ITEM	DISCUSSION/CONCLUSION two tablets-a Chrome book for \$250 and a Samsung for	ACTION/FOLLOW-UP	RESPONSIBLE
	\$399. It was decided to put \$700 in the Miscellaneous category to cover the purchase of the tablets. Dawn Klockow made a motion and Jenny Wendorf seconded to amend the budget to cover it. Motion carried. In the future, an idea was to possibly wait until the end of the fiscal year so that we know which teachers have spent money and exactly how much is left. This way teachers have ample time to spend the money on classroom needs.		
2. Scrip request procedures/bookkeeping	2. Scrip will be recorded in MS Money program from now on. This way we can see what Scrip is going out and how much money we have. Scrip should be requested at least 2 weeks in advance by email.	Dawn Klockow will develop a procedure for requesting Script	Dawn Klockow
3. Calendar update	3. YMCA family fun night is February 15		Kate Meyer
4. Swearing in of new members	4. Katey Blaskowski was sworn in as a member-at-large		Kate Meyer
Committee Reports			
1. Carnival	October 12—Catholic Financial Life is not able to donate this year, Kohl's may donate \$500. Someone is needed to chair volunteers and games, the rest is covered. Dawn Klockow volunteered to chair games. Katey Blaskowski volunteered to chair volunteers with Heather Eggers helping. Linda Tyranski will still recruit Wayland kids. We may put more flyers out to promote the 30th anniversary. Kathy Armstrong suggested contacting the Citizen and former H & S members for a publicity write-up.	Kate Meyer will look at contacting the newspaper and organizing a picture.	Heather Eggers/Kate Meyer
2. 1st day of school luncheon wrap up	Things went well overall, but the hotdogs were served quite early. A suggestion was made to let the teachers decide how they want to do it, and how H & S can support them. We can then do whatever it is they need us to do. If early in the AM, can we serve donuts instead? It was nice that Barb introduced all the staff at the prayer service and it felt like a welcoming community.	Teachers will possibly talk about it at their next meeting and let us know what they decide.	Jenny Wendorf/Kate Meyer
3. Teacher in-service luncheon wrap up	Had Benvenutos and it was well-received. Teachers were very appreciative.		Angela Davis
4. Preschool/4K/K picnic wrap up	Served 267 people. Spent \$241. Went well, lots of compliments. Fr. Mike will do something similar with grades 1 to 5. Could there be a reminder email to help get people there?		Danielle Paul

AGENDA ITEM	DISCUSSION/CONCLUSION	ACTION/FOLLOW-UP	PERSON RESPONSIBLE
Adjournment	Dawn Klockow made a motion to adjourn with Heather Eggers seconding. Meeting adjourned at 7:30PM		Kate Meyer