

**St. Dominic Home and School Association Meeting Minutes**  
**Tuesday, December 13th, 2011**  
**6:30 pm**

Present: John Chovanec, Amie George, Patti Burbach, Tina Reilly, Michelle Minessale, Michelle Sands, Tina Jessick.

Opening Prayer was led by Michelle Minessale

**Principal's Report-( John Chovanec)**

- I. Thank you for-  
John began by thanking Home and School for the following:
  - Upcoming Christmas Lunch for Teachers and Staff
  - Conference Days' lunches
- II. Santa's Secret Workshop-Seemed to be a lot of positive feedback about the event. No official word on earnings yet but early numbers look as though more was earned than budgeted.
- III. Discussion Items:
  - St. Dominic Parish Open House for the School (This event falls mainly under School Board)-This is the first day new families can register, many alumnae come through as well as current families.

**President's Report-(Patti Burbach & Amie George)**

Updates:

- Recycling Program-Everything is ordered. Each teacher gets a color coded system that will correlate with large bins in halls. This program comes at no cost to the school-it is part of a grant program with Waukesha County. There will also be some new bins in the gym, PAAC and cafeteria. The ones in the cafeteria have pictures on them so it is very clear what goes in each bin.
- Service Hour Program-Information was sent home on this program and feedback seems to be positive.
- Auction Donation-Amie picked up Coach purse to donate to the auction. Money to purchase this came from the general fund.
- Great American Fundraiser Recap- Still waiting to hear final numbers on this but it appears more was earned than was budgeted. Amie to follow up with GA to find out the exact number.
- McDonald's and Coca Cola Program Awareness-Letter went out in H&S Newsletter about the new Coca Cola Program that the school will be participating in. Parents can go online to mycokerewards.com, create an account and donate points from participating products to our school. Points are then redeemed to get new, useful items for the school. H&S is still trying to get McDonald's program up and running.

- Updating Constitution and By-laws-H&S to plan a separate meeting to go over and update these documents as changes were made last year to several H&S terms.
- Nominations-Next year H&S will have two vacant spots on the board-Vice President, Secretary, and Volunteer Coordinator-with possible addition of new role-Enrichment Program Coordinator. H&S needs to start promoting these roles to schools families in hopes to fill these roles.
- Teacher's Christmas SCRIP
  - SCRIP amounts-\$2,700 will be needed to give all teachers and staff SCRIP credit on behalf of school families who donated. Orders are still coming in though it appears we will be short of this number by a few hundred dollars and we will have to pull money from somewhere in the budget.
  - Luncheon details-A variety of chocolates with an ornament and votive candle will be given to all teachers and staff at the luncheon. Table decorations will be borrowed from the 8<sup>th</sup> grade shopping event.

#### **Vice President's Report- (Tina Jessick)**

##### Updates:

- Recycling Program will be held on January 10<sup>th</sup>. There will be two assemblies- the first will be presented to grades K3-3rd and the second to 4th-8<sup>th</sup>. This will kick off the new recycling program being implemented and explain how to use the bins correctly.
- TMJ4 Traveling Weather Show will be presented to grades 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> on January 24<sup>th</sup>.
- March 29<sup>th</sup>-Web Safety for grades 6<sup>th</sup>-8<sup>th</sup> and 2 hour presentation in the evening for parents.
- The after school Mad Science programs have wrapped up. Feedback was mostly positive.
- Fieldtrip to Milwaukee Public Museum (Cleopatra Exhibit) had good feedback as well.

#### **Treasurer's Report- (Michelle Sands)**

- Update on budget- St. Dominic's has changed banks. H&S is waiting for checks to clear from other bank
- Michelle to meet with Karen Chaffee monthly so H&S knows what checks are being written for as the check writing procedure has changed.

#### **Volunteer Coordinator's Report- (Tina Reilly)**

- Wrap up Report- Tina developed a wrap up report to distribute to all H&S chairs after the event. The report will allow the chairs to document their preparation and time. It will also allow them to inform H&S what went well and what could have gone

better. This will then be sent out to the respective chairs at the beginning of the school year so the new chairs have a better idea how to run the event.

**Secretary's Report-(Michelle Minessale)**

- Nothing to report at this time