

**February Meeting of the Board**

**Meeting Minutes**

**The Basilica School of Saint Mary Home and School Association**

**Wednesday, February 15, 2023, at 7:00 PM**

**Faculty Lounge**

1. **7:05 p.m. - Call to Order – Kristen Zottola, HSA President**
2. **Opening Prayer and Pastor’s Report – Fr. Hathaway**
   1. First penance for the second graders. Preview for upcoming events: Ash Wednesday mass; Stations of the Cross every Wednesday for students, and every Friday for adults. Fridays are mandatory meatless for everyone 14 and over. St. Patrick’s Day has been announced as a meat-ful day by the Bishop.
   2. Will have a St. Joseph’s Table for the Solemnity of St. Joseph – donations and treats.
3. **Principal’s Report – Mr. Robert Loia, Principal**
   1. St. Joseph’s Table – will be looking to involve the school through donations to be brought in before the celebration, and will pair it with some creative artwork. We will explore what Christ House needs.
   2. Had a phenomenal school auction. Achieved both goals – make it a great night for the community, and raise funds for the school. Far surpassed the goal of $175K.
   3. With the funds from the auction, will be able to complete the construction project. Still in conversation with the construction company, and there is no hesitation on their part to get the project done this summer. Will add the “Fund the Need” project to the existing contract. Have asked to put in bathrooms in the Pre-K rooms (will be going to three full Pre-K class rooms – two full day and one half-day).
   4. Will be hiring a catechesis teacher for Pre-K through second grade.
   5. Will be publishing the playground rules on Schoology and in the Messenger, with a focus on good sportsmanship. Have not outlawed football! Every grade is allowed on the turf. Only allowed on the spinner (a popular item) up to second grade.
      1. Suggestion for Volunteers at Recess: Should have the rules posted for volunteers so they are clear. – had to try to pry the boys from third grade off of them – maybe have the rules posted for volunteers so they are clear.
   6. Schoology Committee: Well underway. Information just released for teachers to standardize the approach to using Schoology. There are both parents and faculty on the committee.
   7. Math Committee: Just starting off; there are 6 members, including 2 parents. Will have a meeting before the end of February.
   8. Will have a service day for the school on March 25th. Will be opportunities to clean up outside and in. Will be a three hour session, and FIS hours will be given.
   9. First day of school for 2023-2024 school year will be August 28th.
   10. Question: Cn the HSA have some of the storage space in the creative art center. – need to look at the space.
4. **Treasurer’s Report – Sarah Lyle, HSA Treasurer**
   1. Only have 1/10th of the money from the auction, and 1/10th of the expenses, and are in the positive. Will have better numbers at the next meeting. HSA has an obligation to the school for $100K, and that is a yearly sum. We will meet the goal for the Fund the Need and surpass it. In past years, HSA just broken even, and now has additional funds due to fundraising. Moving forward, the Annual Fund will meet the $100K operating contribution, and then additional funds (from gala, etc) will go toward what the HSA identifies; there are currently no outstanding obligations from the HSA.
5. **Approval of Meeting Minutes – Kristen Zottola, for Erica Dempsey, HSA Secretary**
   1. Approved, pending additional submitted edits.
6. **Mary Lead Us Campaign/Annual Fund Report – Anne Mathis/Jonathan Day**
   1. Annual Fund is at about $116K. The Mary Lead Us campaign is still at $10.5M. Now looking at the sales of the columbarium where there will be 460+ spots. Will begin to promote those sales; funds will go toward the perpetual care of the cemetery, and some will be used to pay back the building loan. Brief discussion of Grandparents Day and additional fundraising for Mary Lead Us.
7. **Hospitality Committee Update – Cara Burke, Stephanie Scott, Rebecca Stalnaker**
   1. Provided festive decorations and toaster pastries from Mary Beth’s for Valentine’s Day**.**
8. **FIS/Room Parent Update – Stephanie Dolan/Laura Coleman**
   1. FIS: Will be accounting for Gala volunteers in FIS hours. Will also be working to make sure Service Day hours are counted. Want to explore ways to provide volunteer recognition.
   2. Room Parent Update: Have provided cards for faculty and staff for Catholic Schools week, and had a prayer card printed up for faculty and staff. Will have necessary resources for end of year gifts for faculty and staff. Want to discuss creating a checklist or to do list for transfer students so they know how to be connected if they come in mid-year. Lengthy discussion about standardizing room parent letters across all classes in grades to provide for consistency in terms of parties and events.
9. **External Fundraising and Community Outreach – Jen Szymanski, Jocelyn Voell ---** 
   1. Community Outreach: Things are in motion for the nutrition campaign, which will run the entire month of March. Will start each week with a new food, including samplings in the cafeteria, and of health snacks in the classroom. Will do a meatless meal on March 31. Looking ahead to having someone come in in the spring to talk to parents about social media and internet safety.
   2. External Fundraising: Shopkeepers for School is current week. Kid Creates will be doing St. Patrick’s Day art kits that can be pre-ordered and delivered through backpack mail on March 8; 30% of proceeds go to the school. Will get graphics for The Messenger. Still working on Scout Bag mock ups with the school logo.
10. **CYO Update – Jean Marie O’Neil –** 
    1. More than 300 kids participating in basketball. There is a food drive going on – one can for every point scored. Basketball banquet will be on April 1 in the gym. Volleyball and Track will be kicking off; expecting 75 participants in volleyball.
11. **Special Events – Sherwood Turnbull**
    1. Many thanks for the gala success. Working now on planning a Father-Daughter Dance (March 25th), and a TBD Mother-Son event. Colin Casey – the faculty-parent vs. 8th graders basketball game – will tentatively be May 31, week of graduation. Working on a t-shirt contest, and whether there will be an 8th grade t-shirt. Will be reaching back out in April about coaches and refs.
12. **New Business**
13. **8:49 p.m. - Adjournment – Kristen Zottola, HSA President**