

St. Ambrose School - H.S.A. Meeting Minutes

General Meeting, Monday, November 6, 2017

Welcome and Opening Prayer - Dr. Kadela

Introductions and Meeting Attendance

Dr. Ted Kadela, Joan Abitabile, LeeAnn Bocanegra, Kathleen Vitale, Eileen Lee, Emily Sanzone, AnneMarie Russo, Lisa O'Keefe, Yvonne Mazza, ToniAnn Tribuzio, Erica Hartt, Jennifer Venetucci, Georgia Wisniowski, Jennifer Kanellidis, Doreen Thaxton, Paula Cavallaro

Old Business Recaps - Kathleen

- **Welcome Back Ice Cream Social** - We received great feedback about this night from parents, students, and teachers. In May, we will start planning for the summer 2018 Welcome Back Social.
- **Friendly's Dine-Out** - Friendly's has been generous in providing the Ice Cream for free for Ice Cream Social and Parish Picnic. SAS profit \$422.00.
- **Walk-A-Thon** - SAS raised over \$2,000, which will be split between 2 separate foundations: Love for Liam and the T&B Foundation. Emily will work with SAS Main Office and Parish Office to schedule check presentation during school day, with students and both foundations in attendance.
- **Wine Tasting** - SAS profit over \$17,100.00. Further discussions regarding next year's event will take place 2018.
- **Read-A-Thon** - SAS profit \$2,129.00. Only about 25 students participated. If we can increase participation, this could be a very profitable fundraiser. Additionally, we need increased teacher participation. At next meeting, we will discuss holding another Read-A-Thon event during the Terra Nova testing week, and then again in the beginning of the 2018-2019 school year.
- **Halloween Party** - Over 200 in attendance. All food handled by Old School Catering. SAS profit over \$1,000.00.
- **Halloween Parade and Trunk-Or-Treat** - We received great feedback about the parade portion - parents were happy to be able to really have time to see the kids before they started trunk-or-treating. The class photos taken by Sue Purtell at the end of the parking lot were successful. Joan advised Halloween 2018 takes place on Wednesday - Joan and LeeAnn to coordinate possible cancellation of Bingo for 10/31/18.

New Business - Kathleen

- **Fall Fundraiser** - October-November 2017 - Yvonne finalizing totals.
 - **Operation Gratitude** - November 2017 - Eileen to prepare packages on November 9th.
 - **Box Tops** - ongoing fundraiser. Kim Bell coordinating. Kim to prepare flyer to distribute through Honeywell - notifying parents to participate by sending in their box tops to the school and by registering their Shoprite cards for automatic Box Top rewards.
 - **Pediatric Cancer check presentation** - Emily to work with Main Office to schedule in November or early-December 2017.
 - **Dine-Out night at Arirang** - ToniAnn coordinated - scheduled for 11/15 and 11/16 - we will receive 15% back.
 - **Advent Wreath Service and Tree Lighting** - Joan spoke to details. All children will participate during school hours on 11/17 with Father Jack, as part of their Religion class curriculum. Arrangements have been made to assist students in getting their wreaths made and brought home.
 - **Breakfast with St. Nicholas and Vendor Fair** - December 3, 2017 - Knights of Columbus handling kitchen. Photographers have been confirmed. Kathleen to coordinate the rest of event details - volunteer to play Saint Nicholas, decorations, etc. Vendor Fair will now consist of representatives from Direct Sales Companies and local Crafters, with hopes of bringing in a large audience. Volunteers needed to help set up event the night before (Saturday 12/2 after Bingo ends) and the morning of the event.
 - **Texas Roadhouse fundraising** - ToniAnn is working with restaurant to schedule a date in January or early February. Additionally, we will be selling Texas Roadhouse gift cards along with our regular scrip orders this year. ToniAnn to coordinate with LeeAnn.
 - **Elf Shoppe** - December 12/13, 2017 - Erica and Megan Chairing event. Kathleen to schedule meeting with Erica and Megan to review details. Metro School Fundraising company will be handling actual products and pricing. Volunteers will assist students, handle payments, set up and clean up event. Additional volunteers for wrapping are always appreciated.
- Catholic Schools' Week and Book Fair** - January 2018 - Dr. Kadela to provide additional information as available. Kathleen to work with volunteers on Book Fair.
- Opening Mass and Open House: Sunday
 - Book Fair: Sunday, Monday, Tuesday, Thursday.
 - Volleyball Game: Tuesday
 - Special Persons' Day: Thursday

- **Pocketbook Bingo** - January 19, 2018 - Eileen Chairing event. Major task at this point is acquiring bags and marketing (lawn signs, posters, social media, within school, papers, etc). Eileen to coordinate with Kathleen to get flyers and marketing tools online and in Old Bridge newspaper.
- **Gift Auction** - April 2018 - Lisa Chairing event. Major task at this point is starting to acquire donations for baskets. Majority of tasks to be completed after January 1st, due to new calendar year budgets. Kathleen to provide list of businesses/places to NOT contact, due to certain relationships with SAS through Parish Office, Pastor, Principal, etc. A list of people interested in helping create baskets has been established. Online marketing will be in full effect after Pocketbook Bingo. Further updates to be discussed at January meeting.

Other

- **Class Parents** - each class has at least one class parent. Some classes have two, and/or alternates. If needed, a class with multiple parents in the upper grades may be asked to assist in lower grades that do not have enough help. This can be discussed on a case-by-case basis.
- **Pretzel days** - ongoing - coordinated by Joan Hodgins.
- **Spirit Wear** - delivered 11/6 and 11/17 - coordinated by Dawn Matthews.
- **Scrip/Gift Card Orders** - there will be special gift cards offered for the season - all orders received by 12/12/17 are guaranteed for Christmas delivery. Coordinated by LeeAnn.
- **Veteran's Day** - SAS teachers and Main Office are handling event. HSA representatives to decorate and assist with serving food. Emily, Paula and Georgia to handle this event.

Closing Comments - Dr. Kadela

**Next General HSA Meeting scheduled for January 8, 2018 @ 7:30 pm.
We encourage all parents to attend!**

Thank you for your support of St. Ambrose School!