

SS Peter and Paul Home and School

Meeting Minutes

November 4, 2021

The meeting was called to order by President Lauren Cowherd and the attendees came together in prayer.

Secretary's Report

Secretary Dana Rogge presented the minutes from the September 7, 2021 meeting. There were no additions or corrections to the minutes. Risa Venable moved to approve the meeting minutes and Anecita Alvizo seconded. Minutes approved.

Treasurer's Report

Treasurer Suzann Richerson presented the Treasurer's report. Actual financials were shared by paper copy at the meeting. There is currently a balance of \$171,840.24 in our Boone County Bank checking account. Deposits have been made for the wrapping paper fundraiser. Expenses since the last meeting included Grandparents Day, some expenses for Breakfast for Buddy, another installment of Parish support, meals for parent/teacher conferences, and a fund request for second grade. Mandy Eichelberger moved to approve the treasurer's report and Janell Drummond seconded. Treasurer's report approved.

Principal's Report:

Mr. Lammers thanked those who attended the parent education night. He reported that the presenters from Burrell were very pleased. Mr. Lammers said they will be looking at doing another session in the spring.

Old Business:

Suzann Richerson gave a report on the wrapping paper fundraiser. She reported that there were more online sales this year, however we make less profit off of our online sales. Our profit was \$11,900 with 60% of the students participating. The 5th grade class was the top selling class and they were rewarded with a pizza party. The 4th grade class was the second-top selling class and they were rewarded with Sonic slushes (which Sonic provided at no cost).

Lauren Cowherd and Mr. Lammers reported that Grandparents Day was successful.

Home and School provided dinner for the teachers on Wednesday night of Parent/Teacher Conferences. Jessie White headed up meals. Mrs. Rapp thanked the Home and School Association for the meal and for the extra goodie bag. All teachers received a goodie bag with snacks and a drink for Thursday.

There was no report on Box Tops this month other than to continue collecting Box Tops, Coke caps, and Best Choice labels.

Anecita Alvizo gave a report on community service. She thanked Mr. Lammers and the faculty for participating in the October live streaming of the rosary. Thanks to all who donated for the Boxes of Joy. They will be wrapped up next week and shipped off. Anecita plans to start helping with Neighbors Helping Neighbors Food Bank starting next year.

Lauren Cowherd showed photos of the recent upgrades made to the school's playground with the funding approved at the September meeting.

Mandy Eichelberger gave a report from the Long Range Planning Committee. Mandy stated the goal of the committee was to look at long-term spending and to make updates to the organization's bylaws to make them more cohesive. Some of their bylaw changes will be up for discussion during new business.

Mrs. Rapp reported that the student council will be doing the CARE boxes this year. There are opportunities for volunteers and teachers can also make referrals for any students who may be in need.

New Business:

Jana Porter, with Lori Imhoff and Lauren Cowherd, will be coordinating Breakfast with a Buddy next Thursday, November 11, at 7 a.m.

Melissa Wilson presented the idea of a uniform closet to the executive committee. Because of space it will be a "pop up" concept. If you have clothes that your children have outgrown, consider donating to the closet. Likewise, you can take what you need. We will have the pop-up closet available at Home and School meetings and during various school events throughout the year. If you have donations, contact Melissa Wilson or Lauren Cowherd.

We are looking for a volunteer to help coordinate the Catholic Schools Week/Carnival/Chili Supper. The carnival/chili supper will fall on Friday, Feb. 4, 2022.

A volunteer is also needed to coordinate the Scholastic Book Fair (*since the meeting, Debbie Schuster volunteered to coordinate*). A contract was made with Scholastic for the week of the carnival/Catholic Schools week. Mandy Eichelberger mentioned that it is hectic that time with the carnival and supper, and mentioned the possibility of moving to another week to get more participation. It was mentioned that spring Parent/Teacher conferences may be a better option.

Lori Rowlett provided an auction update. The auction will be held on Saturday, Feb. 26, 2022. The committee will start with planning meetings soon. The current plan is to have an in-person event with dinner and a live auction. It is still to be determined on what they will be doing for the silent auction. Mandy Eichelberger let the group know that there will be a note on class baskets in this week's Friday folder.

The Long Term Planning Committee reviewed the bylaws and made some proposed updates. A copy of the bylaw changes was emailed to all parents ahead of time.

Amendment 1:

Article II, Section 1

Current verbiage - *The Association gives both parents and teachers the opportunity to discuss and explore aspects of child development essential to a better handling of children.*

Proposed update - *The Association provides an opportunity for parents and teachers to discuss and explore aspects of child development while creating an environment for children to thrive educationally and spiritually.*

The amendment was adopted by a majority vote.

Amendment 2:

Article II, Section 2, Fulfillment of Purpose, bullet #2.

Current verbiage: *To bring into close relation the home and the school, that parents and teachers may cooperate intelligently in the training of the child.*

Proposed update: *To bring into close relation the home and then school, that parents and teachers may collaborate effectively and respectively in an informed manner while guiding and supporting the child.*

It was mentioned that “respectively” should be “respectfully” and it was acknowledged that it was a typo in the proposed update and will be corrected.

The amendment, with the correction of “respectively” to “respectfully”, was adopted by a majority vote.

Amendment 3:

Article IV, Section 3

Propose to insert the language “and has attended or participated in 3 out of 4 Home and School Association meetings” as it pertains to officer eligibility.

Discussion ensued on availability of coming to meetings, but still be involved in other Home and School sponsored events. The point was also raised about no attendance being taken so how would this be tracked. It was recommended to change to “Home and School meetings or functions”.

The amendment, with the correction of making the language “and has attended or participated in Home and School meetings or functions”, was adopted by a majority vote.

Amendment 4:

Article VII, Section 2, Item 1

Current verbiage: *Payments less than \$250 can be approved by a vote of Home and School Officers.*

Proposed verbiage: *Payments less than \$500 can be approved by a vote of Home and School Officers.*

There was discussion if there needs to be more careful oversight with Association funds if we are planning to do a big spend down. It was also brought up that the amount was too much and that there is a risk that other Home and School Association members will be left out of those decisions.

The reason for the proposed amendment is that there have been times when it is difficult to stay

within the bounds of the \$250 limit, especially when it comes to doing surprises for teachers and staff. As with all spending done in between meetings, all expenditures will be accounted for in the Treasurer's report and reported on at the next business meeting.

Another issue presented is that if an expense comes up that is greater than \$250, the bylaws state we have to have a special meeting with quorum, however this can be done via Google poll. It was discussed that maybe the bylaws should be amended to remove the meeting requirement.

After much discussion, the amendment passed with a majority vote.

Fifth Amendment - passed

Six Amendment - passed

Coach Sarah Ronnfeldt requested \$1540 to take students in the 6th through 8th grades to the bowling alley for P.E for four consecutive weeks in the spring. Bowling basics and scoring will be taught. Jessica Johnson moved to approve the request and Lori Imhoff seconded the motion. Motion carried.

Additional proposals were presented on ways to utilize Home and School funds based on current need and a survey of the teachers.

Proposal #1 Water Bottle Filling Stations

There is currently only one water bottle filling station in the school (located in the gym). There are currently three additional water fountains throughout the school that are not being used. It was proposed to replace existing water fountains with water bottle filling stations. The cost for the filling stations are approx. \$1,000 each and that does not include installation. The estimated total cost would be approximately \$5,000.

There was discussion that the students do need to have convenient access to water. It was agreed to move forward with adding this to the list of funds requests to be voted on by school families via Google poll.

Proposal #2 Playground Upgrade

It has been brought to our attention that there are safety concerns with the red and blue play equipment falling apart. Two options were presented - a set by Miracle Play (\$9,799) and a set by Game Time (\$12,997). This is the cost to buy the equipment and doesn't include the installation. The motion is to provide up to \$15,000 for this upgrade, which would include the cost of disposal of the old equipment.

Mrs. Kopine let the members know that the current playset has pieces that are falling off. She stated there are loose pieces and other hazards. Mr. Lammers said there are no replacement parts.

Mandy Eichelberger moved to present the option of the Miracle Play equipment, for expenses up to \$15,000, to vote of the general membership via Google poll. Stacey Kueny seconded.

Proposal #3 Update the Teacher Bathroom

This request was added as a result of a teacher survey. The request would be for updating the main level teacher bathroom by replacing the toilet, sink, painting and adding a new mirror. The estimated cost would be from \$700 to \$1,000 to freshen up the space with paint and add new fixtures.

Sarah Ronnfeldt asked if there was a reason why the upper grade bathroom wasn't also included. Lauren explained that the main level bathroom was the one mentioned in the teacher survey.

Denise Solomon asked about how these upgrades fit into the school's budget for the building and if this is really a Home and School issue or if it should be the schools responsibility. Mr. Lammers stated it could go in the budget, it just hasn't. It was also mentioned that the same could be said about the water bottle filling stations. Lauren Cowherd mentioned that all of the items could be considered a school budget issue, however, these would be nice things for our Association to help with.

Anecita Alvizo said that her husband will do the painting for free. Anecita moved to update the main level bathroom with a budget up to \$1,000. Jessica Johnson seconded the motion. The motion will be included for vote by general members via Google poll.

Upgrades to the other bathroom would require bids and there was general consensus that they would like to see that happen for possible inclusion in the school's budget.

Proposal #4 Invest in Making our Building ADA Compliant

The proposal is to add an elevator in the new addition to make ADA compliant. This wouldn't solve all of the accessibility issues in the school. The estimated elevator cost is \$120,000. Installing the elevator allows access to grades 2-8. There would not be access to the library or office and access to Kindergarten and 1st grade would only be from the rear entrance of the building. Stairway lifts (estimated costs \$6,500) could provide access to the office/library and K/1 from within the building. Two stair lifts would need to be provided to make those areas accessible.

Mandy Eichelberger stated that the elevator was part of the long term plan that it should be done. There have been situations where it would have been used by either a student or staff. She stated that better planning should have been done to hold back funds to prepare for the costs of the elevator. If the Home and School Association were to help with the costs, the long-range planning committee would like to see a deadline to ensure it is acted on and that Home and School didn't absorb the entire cost of the project. She mentioned that we promised the city that we would do this, and we need to follow through.

Mr. Lammers stated that there are funds that are set aside for school renovation. The exact figure was unavailable at the meeting.

Mandy mentioned that we need to be transparent on where the fundraising money goes and that the fund-a-need for this year's auction could go toward the elevator.

A question was presented if there is money set aside and exactly how much does the Home and School Association need to match? That way those funds can be invested in a certain account so it can grow, while plans are being made.

There was discussion about disappointment that this hasn't been done sooner and now we're backed against a wall to do it. Anicita Alvizo recommended for this to move forward, a committee should be formed to make it happen.

Lori Imhoff stated that a shaft was already in place when the new addition was constructed. The only cost should be the elevator and installation. It was also mentioned that there is classroom space that could also be developed, and perhaps there should be discussion of doing all at once.

Members stated that we need to have a dollar amount on what the school currently has set aside, and what the bid will be to develop the other classroom space.

Mrs. Bowman asked if there was any grant money available. It was then discussed if that would be the responsibility of the parish or school, rather than Home and School.

Mr. Lammers or Father Mark will provide a snapshot of what the budget looks like so a vote can take place at the January meeting.

Proposal #5 Investing Additional Funds in our Edwards Jones account

The proposal is to move \$15,000 from our Boone County bank account and move into our investment account with Edward Jones. There is currently \$14,407.93 in our Edward Jones account. We can withdraw funds from this account, but if we take out the money before it's been in there for a year, we face a small penalty (this would only be on the new funds added). Debbie Schuster moved to invest \$15,000 in the Edward Jones account and Richard Woodson seconded. The motion will be voted by the general membership via Google poll.

Lauren Cowherd entertained a motion to move \$100,000 from our Boone County checking account into a savings account where it could earn .35% interest (BTC). We can withdraw up to six times a quarter. Lauren let the group know that she went to every bank in town to compare rates and BTC offered the best rate. The checking account would remain at Central Bank. Janell Drummond moved to proceed with this plan and Mandy Eichelberger seconded. Motion carried.

Lauren Cowherd recognized Father Mark Smith. Father thanked everyone for their attention toward doing things for teachers in addition to what we do for students. He stated he will get with the parish finance council to see if funds can be used for the elevator. He said what helps the school helps the whole parish and he is committed to making this school successful.

The meeting concluded with a group prayer of the Glory Be.

Respectfully Submitted,

Dana Rogge

Secretary