

SS Peter and Paul Home and School

Meeting Minutes

January 6, 2022

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 November 4, 2021 meeting. There were no additions or corrections to the minutes. Risa Venable moved to approve the meeting minutes and Lori Rowlett seconded. Minutes approved.

Treasurer's Report

President Lauren Cowherd presented the Treasurer's report on behalf of Treasurer Suzann Richerson. Actual financials were shared by paper copy at the meeting. There is \$57,553.30 in our Boone County Bank checking account. At the last meeting, the members voted to move \$75,000 from our Boone County Bank account into a savings account at BTC Bank, which currently sits at \$75,025.89 (\$25.89 in interest has been earned). Per vote of the membership, \$15,000 from our Boone County Checking account was invested in our Edward Jones account. The current balance with Edward Jones is \$29,178.51.

Expenses: The playground equipment approved at the last meeting has been ordered and a deposit of \$4,899.50 has been paid (½ of the total expense). The water bottle filling stations approved at the last meeting have been completed with a final total cost of \$5,257.55. The main floor teacher bathroom upgrades (new toilet, paint and vanity) have been completed at a total cost of \$435.63. The executive committee approved providing the teachers and staff a holiday luncheon and appreciation gift at a total cost of \$490.98. Additionally, a funds request was received by Mrs. Griffin for books for 2nd grade. The executive committee approved this request for a total expense of \$208.84.

After all expenses the total balance of all accounts is \$161,757.70. Debbie Schuster moved to approve the treasurer's report and Janell Drummond seconded. Treasurer's report approved.

Principal's Report

Mr. Lammers said the water bottle filling stations were great. He also expressed appreciation for the Christmas lunch and the extra time given to teachers by covering recess duty was also appreciated.

He said the school will be expanding the school-based counseling service to serve more students. That will start this month with another counselor coming to the school. This is in addition to the staff with Burrell.

Mr. Lammers also provided an update on the status of the elevator installation from Father Mark Smith. Three bids were received ranging from \$75,000 to \$155,000. Fr. Mark is working to get a capital campaign approved that would include the funding for the elevator and to finalize the school renovation. This is important because it would be separate from the tithing that would go to the diocese.

Old Business:

Breakfast with a Buddy

President Lauren Cowherd reported that Breakfast with a Buddy was held on November 11, 2021. A full breakfast was served (including biscuits and gravy, eggs, etc.). Expenses for the event were \$443.66. Our total budget for Breakfast with a Buddy for the two events this school year is \$500. The second event is scheduled for May. Lauren reported she received comments that it wasn't well publicized and some parents, especially of the lower grades, didn't know about the event. She said an extra effort to publicize the event will be needed for the May activity. Janell Drummond mentioned we could try doing donuts like we had done in the past. Nancy Kopine mentioned that she thought that participation was better with donuts or muffins, rather than a full breakfast.

Box Tops/Best Choice/Coke Bottle Caps

President Lauren Cowherd gave an update on Box Tops on behalf of chair Katie Amos. Please continue collecting Box Tops, Coke caps, and Best Choice labels. The next deadline is March 1. If you have any sitting at home, please send them in. Also, be sure to download the Box Tops app if you haven't already!

Update on Recent Fund Request Projects

President Lauren Cowherd provided an update on the projects approved by membership in November:

- **Bottle Fillers**
 - The three bottle fillers were installed over Christmas break.
- **Faculty Bathroom Renovation.**
 - This was also completed during Christmas break.
 - Thanks to Bobby Richerson and Juan Alvizo for donating their labor for painting and installing the new fixtures.
- **Playground Upgrades**

- The smaller playground equipment has been ordered and a deposit has been paid.
- Lauren reported that as of Jan. 6, the anticipated delivery date is June 10, 2022.

Teacher/Staff Holiday Lunch and Gifts

President Lauren Cowherd also reported that the leadership team hosted a luncheon for teachers and staff the week before Christmas break. In addition to providing lunch, Home and School gave all teachers and staff a small gift. Volunteers also covered the teachers' lunch duty so they could have extra time to enjoy lunch.

Book Fair

Since the previous meeting, Debbie Schuster volunteered to coordinate the Scholastic Book Fair. A contract was made with Scholastic for the week of the carnival/Catholic Schools week. The book fair will be open in the afternoon Monday through Wednesday; all day Thursday; and Friday afternoon and evening during the carnival. A signup sheet was passed around for volunteers.

Janell Drummond asked why the fair wouldn't be open during the mornings on all days. Mr. Lammers explained that students no longer gather in the gym and there would be a lot of students to manage while working the book fair.

Community Service

Anecita Alvizo gave a report on community service. The next volunteering opportunity for 7th and 8th grade students will be from 6 p.m. to 7:30 p.m. on Thursday, Feb. 17, at Neighbors Helping Neighbors.

New Business:

Auction Update

Lori Rowlett, auction chair, provided an auction update. The auction will be held on Saturday, Feb. 26, 2022. The committee is still exploring options for the fund-a-need. Some ideas include fixing the floor in the gym and replacing the wall padding.

The gym floor is worn down and has become slick, making it a hazard for not only those participating in athletics, but also students participating in P.E. and various other activities. The floor has only been sanded once in 11 years.

The committee is also exploring changing the menu for the meal.

Fund Requests

A fund request has been received from second grade teacher Mrs. Griffin. She has proposed bringing a zoo to school. There is a vendor (Thorni-Ridge Exotics) from Smithton who brings animals to school and sets up the pens. Students can feed and pet the animals. The vision is to have the animals set up in the back of school. There would be other stations for the students to rotate through – snacks, jungle obstacle course, etc. The vendor would be there all day and it would be for all students (pre-K through 8). The proposed date is April 25. Parent volunteers would be needed.

Risa Venable asked what kind of animals would be included. Mrs. Griffin and Lauren Cowherd reported the vendor brings 12 animals total, ranging from larger animals (llama, camel, deer) smaller animals (lemur, baby kangaroos, etc.). Risa then inquired who would be responsible for insurance. Lauren and Mrs. Griffin explained they would need to take a close look at the contract to see what that entails.

The cost for the zoo vendor to be there all day is \$750.

Mandy Eichelberger also mentioned this could be an opportunity for all students to do a photo or art project that could be used for an auction item for the following year.

Brent Drummond moved to approve the fund request for the zoo and Dan Schuster seconded. Motion carried.

Proposed Bylaw Change

President Lauren Cowherd proposed making a change to the bylaws by adding a leadership position who is a member of the auction committee. They would serve a term and be voted upon at the spring meeting like other executive committee members. The current auction lead is Lori Rowlett, who will be stepping down as her child is graduating 8th grade. Lauren explained the auction representative on the executive team doesn't have to be the same as the auction chair and the auction committee can nominate this representative. This is a way to keep the lines of communications open between the auction committee and the executive committee.

The individual would be able to serve multiple terms but would be voted on every 2 years. They would be responsible for reporting on the auction at all Home and School meetings.

After much discussion, there was no motion to approve this bylaw change at this time.

Junior High Dance

Katie Amos has volunteered to help lead and coordinate. A sign-up sheet for volunteers was passed around. The tentative date is Friday, March 25.

Proposed Family Night(s)

Dan and Shelly Schuster presented an idea of quarter family nights, like what is being done at Blackwater school. At Blackwater, they have different themed family nights once per quarter. The first was a family reading night that was targeted for K through 4th grade. Stations were set up – reading a book then do a worksheet on it; computer workstation for AR tests; a station where older students read to younger students; etc. The event was only one hour, and a light dinner was served (older students served the meal). Each student also left with a book to take home.

They said each quarter has a different theme. Last quarter was themed on making holiday decorations with a meal served and Christmas music playing. Next quarter will be a STEM night and a family game night is the last one. They both stated it's not a fundraiser, it's a family bonding night. It builds community within the school.

Mrs. Kopine mentioned that librarian Vickie Kueny is really interested in doing some sort of reading night.

Mrs. Griffin stated that she would be interested in helping to coordinate a STEM night.

It was mentioned that this could be something that the older kids could lead. Lauren Cowherd will contact Junior High teachers to see if we could get one on the calendar.

Catholic Schools Week Carnival

Wendy Martin, carnival chair, is exploring a few changes to the carnival this year, which will be held on Friday, Feb. 4. The first change is not charging for the carnival during the school day. In the past there was a \$5/student charge to participate in the carnival while at school. Home and School typically generated income from this event. By not charging during the day, that income would take a hit.

For the evening portion there's consideration for doing a paid admission/wristband concept, rather than the punch cards.

There will still be raffle baskets. Everyone who participates in the carnival would get a ticket and additional tickets could be purchased (\$.50/ticket or 12 for \$5).

The snack area at night would go away and the snack area during the day would change to each student getting one drink and two snacks.

At night – no one has stepped up to take over the chili supper. There was a thought to do an extended concession stand – serve food like we do at games. Chili could also be a part of this, but there will be other options for those who do not like chili.

PreK through 3rd grade would receive a prize pack at the end of the day. 4th through 8th would

have the option of a prize pack or an extra snack.

The carnival will run from 1:30 p.m. to approx. 2:50 p.m. in the afternoon and 5:30 p.m. to 7 p.m. that evening.

Mandy Eichelberger mentioned that having the punch card is a way to keep kids organized. Lori Rowlett suggested that the punch card be done at night, especially since there will be non-SSPP students there. Lauren will pass those suggestions on to the committee chair.

Miscellaneous

Lauren Cowherd mentioned that the fence is broken by the kickball field. Dan Schuster will look at repairing.

Mandy Eichelberger asked how the volunteers were solicited for helping cover recess duty during the holiday lunch. Lauren explained it came together quickly and members of the executive committee reached out individually to those we knew had the flexibility to come during the middle of the day to help. It wasn't advertised on the Home and School Facebook page as it was meant to be a surprise for the teachers.

Mandy also requested that in the financials there be a detailed breakdown of what is included in the Misc. Operating Expenses line item for greater transparency of expenses approved by the executive committee (*these expenses have been outlined in the Treasurer's report above*).

Risa Venable mentioned that she is working on the decorations for carnival.

With no further discussion, the meeting concluded with a group prayer of the Glory Be.

Respectfully Submitted,

Dana Rogge
Secretary