



## Home and School Meeting Minutes



Monday, September 9, 2024

### Mission

The mission of St. John the Baptist Catholic School is to educate God's children and promote Catholic values through academic excellence and service to others.

1. Welcome/Opening Prayer—Father Alan: 6:02
2. Introduction of Officers—**Michelle**
  - Handout—purpose of H&S and contact information (emails & cell numbers)
  - Chairperson—Michelle Murkowski
  - Vice Chairperson—Marisa Doll
  - Secretary—Jenna Martin
  - Treasurer—Stephanie Stencil
  - Reporter—Still need someone!
3. Previous Meeting Minutes—Secretary—**Jenna**
  - Minutes will be sent out ahead of time at the beginning of each meeting. We ask that someone make a motion to approve the minutes as sent, or to make any corrections.
  - Minutes were sent September 2—?
4. Treasurer Report—Treasurer—**Stephanie**
  - Purchases that we typically make:
    - o Welcome back gifts for students & staff
    - o In-service Lunch
    - o Event planning Trunk or Treat
    - o Stock the lounge
    - o Special Days
    - o AR Prizes
    - o Scholarship
    - o CSW
5. SCRIP—**Brenda**
  - Raise right
    - o easy way to raise money for the parish and to help pay tuition and or your lunch account
    - o a large amount and variety of gift cards are in stock, you can also special order gift cards by completing the form and sending it to school.
    - o downloading the app you are also able to get download and order special order cards.
    - o 4% of the amount spent is applied to your tuition balance.
    - o money is earned just by doing your everyday shopping, it is of no cost to you unless you use the online options there is a .29 cent fee if using your bank account.
    - o if purchased through school or parish only cash or check is accepted
  - [PowerPoint on Benefits of Raise Right Program](#)
  - Download the App & Join Today with this Invite Link: <https://tinyurl.com/36ut543m>
  - Help with sign up after meeting in the back of the cafeteria
  - Brenda and Stephanie will be around after to help anyone interested in setting up an online account or for questions.
6. Clothing Order—**Michelle**
  - WebSite - will go live on the St. John's site-TBD once design options are approved

- we try to do one order per year with new design and apparel options
  - 7. Teacher's Favorites—**Michelle**
    - [Teacher Favorites](#)
  - 8. Upcoming Fundraisers—**Marisa**
    - Seroogy's
      - Return candy bar questionnaire by the 11th of September
    - Wreath Fundraiser-Begins mid-October
      - wreaths are delivered beginning to mid of November
        1. looking for new chairperson, Michelle H would like to step down as chairperson
          - a. Lexie G offered to take over the wreath fundraiser as the new chairperson
9. Upcoming Volunteer Opportunities—**Michelle**
  - Monthly sponsored staff lunches for in-service days—[Sign up](#)
    - sign up to buy or make a meal
  - Hospitality Committee—
    - Would like to start this committee if anyone is interested.
    - Forensis will be held at St.Johns this year- meal would be provided after
  - Trunk or Treat—October 27
    - setting up, serving, clean up
      1. great fundraiser and way to be represented in the community
  - [Volunteer Sign Up Sheet](#) - Pass Around
    - details are noted on the sheet going around, please ask questions if you have any there is an opportunity for everyone.
10. New Business
  - **Father Alan**—Updates
    - Required 10 volunteer hours throughout the year
      1. there is an option or \$100 buy-out
    - Safe Environment Information
      1. background checks are required. They are good for (5yrs?) can take up to two weeks or more
      2. there are things need to be renewed on a yearly basis that do not take as long
    - Tours of the school available to community members
      1. please reach out to Father or Mrs. H if you are interested in taking a tour
  - **Jessica**
    - Introduce of Staff/New Staff
      1. Jenna M 3k, Baylie N 4k, Jean L 5k, Brenda W 1&2, Elise S 3&4, Jessica (5&6 homeroom, middle school ELA), June W (7&8 homeroom, middle school- religion, science, social studies), Jane B (4k-8 music, middle school math)
      2. Lunch is now being served by Stephanie H as interim cook until a full time cook is found
    - Updates & changes to school that took place this summer
      1. Construction in Office
        - a. now two separate office areas and a new classroom
      2. New Phone System

- a. all classrooms now have a phone with direct extensions
    - 3. Websites
      - a. review of the changes made to the school website
  - o Updated Security, Badges- **Jessica**
    - 1. Safety is #1 concern
      - a. Parent pick up/drop off on main floor landing
      - b. If someone needs to go up into a classroom they will need to check in at the office for a visitor badge
    - 2. Please use North crosswalk for picking up students
  - o [Handbook](#) updates & changes
    - 1. No major changes to handbook
    - 2. Review Homework Policy, Attendance, Bus Expectations, Parent Complaints, Personal Appearance (Dress Code),
  - o Before & after school care
    - 1. rates have changed
      - a. drop off 6:45a-7:45a - \$7
      - b. pick up 3:10p-5:- \$10
  - o FLOCK notes
    - 1. primary method of communication to home
  - o Saint of the Month
    - 1. monthly virtues for students to strive for at home and at school
  - o STEM/Literacy nights—once per quarter
11. Q & A
  - Help setting up raise right in the back of the cafeteria – **Stephannie H**
12. Next Meeting Date—**Michelle**
  - Next Meeting Dates: November 11; January 13; April 14
13. Closing Prayer—**Father Alan 6:56**
14. Adjourn Meeting
  - 1st motion: Jenna Martin, 2nd Danielle Martyn
    - o all approved

***Child Care will be available during the meeting!***