



## OCTOBER MEETING OF THE BOARD MEETING MINUTES

The Basilica School of Saint Mary Home and School Association  
Wednesday, October 11, 2023, at 7:00 PM  
Faculty Lounge

- **7:08 p.m. - Call to Order** – Jonathan Day, HSA President
- **Opening Prayer and Pastor's Report** – Fr. Peter, *for Fr. Hathaway*
  - There were several major Diocesan events over the last several weeks. Here at St Mary's we hosted Oktoberfest, a wonderful event at the school. We have finished confessions for all the grades. The Bishop will come in December to bless the new additions to the school - when more construction will be finished. Looking forward to the Mother Cabrini Dinner.
- **Principal's Report** – Mr. Robert Loia, Principal
  - Introduced Mrs. Nicole Luechtefeld as the Teacher/Faculty representative to the HSA.
  - Back to School Night: Separated it into two different nights, went very well this year.
  - Held a Professional Development day on September 29 - there was a faculty pilgrimage to the Shrine of Elizabeth Ann Seton.
  - Blessing of the Twins was held on September 26 — 22 sets of twins were blessed.
  - The School prayed the living Rosary on October 11 - October is the Month of the Rosary.
  - The School will be celebrating Hispanic Heritage Month, and there will be a major festival on Friday, October 13 - an all day event.
  - Parent-Teacher conferences will be happening in November.
  - HHS Inductions are slated for the second week of November. Applications are in from this summer, and there is a new moderator for that - Mr. Murphy.
  - Construction is coming along, and things continue to progress on many fronts. Will be finishing the Learning Center area. Hope to bring things to a close at the end of October - the Creative Arts Center, Christ Child Hall, the Library Media Center.
  - Fall Service Day will be on October 28
  - Saint's Parade will be on November 1, right after mass.
  - Looking forward to the Mother Cabrini Festival.
  - Still waiting for one of the third grade teachers to arrive.
  - Q: Blue Ribbon Applications - were last year's test scores high enough to apply?
  - Q: Map Scoring - when will results go home?
- **Treasurer's Report** – Joe Young, HSA Treasurer

- No material updates, but have processed a handful of reimbursements. Will have more updates on fundraising next month, and the first fundraising piece will go out on Monday, October 16.
- **Secretary's Report** – Erica Dempsey, HSA Secretary
  - September Meeting Minutes were approved. Will work with new communications liaison to get instructions/directions to event and Committee chairs for processing materials for the Messenger and for social media. Will propose a revised slate of HSA meetings given scheduling conflicts in March.
- **Mary Lead Us Campaign** – Anne Mathis
  - *Report attached.*
- **Annual Fund Report** – Eva Domotorffy, Magda Patrick, Ted Fyock
  - The initial letter has been revised and approved, and will be going out soon. The hope is to wrap up a majority of the fund activities before the holidays. The goal this year is to raise \$150K; the initial mailing will include seed packets.
- **Hospitality Committee Update** – Cara Burke, with Stephanie Scott and Rebecca Stalnaker
  - Had a very busy month in September. First Friday bagels returned on 9/1. Then, to celebrate the Archangel Michael, we showered our angelic teachers with individual angel food cakes topped with fresh strawberries and whipping cream on 9/28. On the evening of 9/29, we hosted 200+ guests at the annual Parent/Teacher “gala.”
- **FIS Update** – Erin Donnelly and Anne Heishman
  - There are still a number of critical vacancies that need to be filled. Will the HSA want to advertise those positions in The Messenger? Encouragement of Committees to share with the FIS coordinators when they hold meetings, etc. so as to be able to provide for accounting of hours.
  - Website Events Page: Will continue discussion of the draft events page for the website, where the community will be able to know about the kinds of events the HSA sponsors every year.
- **Room Parent Update** – Laura Pfeffer Coleman
  - The front office has sent the class lists today, and now only need access to the email lists. The distribution of the room parent letters may conflict with the fundraising mailer going out, as the room parent letters ask for a \$50 class fund donation. The email distribution lists that were created will be important to use vs. just relying on Schoology.
  - Q: Is there a preference for how items are requested for the classroom? Would prefer teachers go through the administration, as the school can purchase many of them.
- **Community Health and Wellness** – Jen Szymanski
  - There is a full Committee this year, which is very exciting. Conducted a survey of wellness check. Looking to have a specific monthly focus - heart month, nutrition month, etc. A lot of interest in getting kids to move more, and to have more outside time. A discussion of the “Morning Mile” - if it can be resurrected and how (Jones Point a possible option). Students used to be able to have morning play before heading into school, and is that something that could be brought back. Once the campus opens a bit more, it's something that can be looked at. The Middle School schedule is now allowing

for a morning break a few days a week. Are there ways in which we can make certain wellness things a competition (eg - how much water did the class drink today?). Looking at opportunities to education students about local resources around us.

- **External Fundraising** – Muffy Day
  - Possible Event with Chadwicks: The restaurant may do something with the school like a pancake breakfast, where the kids can come in their pajamas and enjoy breakfast.
  
- **CYO Update** – Jean-Marie O’Neil
  - The numbers: 100 kids registered for track this fall. 100 kids registered for cross country this fall. 174 kids registered for tennis this fall. 280 kids registered for basketball this winter!
  - The cross country and track meets are happening over the next two weeks. Tennis play-offs start on October 22. Basketball will start in November. The CYO mass is planned for November 5, and plans are underway for CYO service projects in the spring.
  
- **Special Events** – *Vacant Position*
  - Volunteer: Brianna Neasham
  
- **New Business**
  - Family Wellness Coordinator: A new position held by Erin Bell, with a focus on emotional and mental health. Working to explore ways to build and develop the position, helping both students and families as a whole.
  
- **8:39 p.m. — Adjournment** – Jonathan Day, HSA President