



NOVEMBER MEETING OF THE BOARD

MEETING MINUTES

The Basilica School of Saint Mary Home and School Association
Wednesday, November 8, 2023, at 7:00 PM
Christ Child Hall

- I. **7:16 p.m. - Call to Order** – Jonathan Day, HSA President
- II. **Opening Prayer and Pastor's Report** – Fr. Hathaway
 - a. It was a very busy week with All Saint's Day and the All Saints Parade, which as preceded y the Alphabet Parade. On All Soul's Day, students prayed the Rosary in the cemetery. The school had its First Friday Mass. The school also hosted the first Cabrini dinner; the live band was great. November is the month of Holy Souls. Advent will be late this year – the fourth Sunday of advent is Christmas Eve. Thanksgiving is this month – America's own religious holiday. The virtue of the month is stewardship. Should all make time to go to mass and pray, out of gratitude for all that God has given us.
- III. **Principal's Report** – Mr. Robert Loia, Principal
 - a. **Construction:** Almost done! The floor was laid for the new arts center, which means things can be taken out of the containers in the parking lot; hope those will be gone next week. Getting close to being able to use the classrooms (hopefully in about two weeks, but the goal is by the open house). Library Media Center – there will be a video with a preview of where we are with the construction, providing a sneak peak, and then we will be working finishing the space and painting. Regarding Christ Child Hall -- Have done renovations to the room – there's no drywall and not cinder blocks. There's a new ceiling and new flooring. HSA meetings will be held in Christ Child Hall from now on. The new resource room off the cafeteria has opened.
 - b. **Car Pool:** There was a study done in 2021, before construction began, and the approval of the construction plans hinged on the study of traffic flows. Originally had planned for two lines coming into the faculty lot, but because it is too cramped, there will be just one. The drop-off time is moving up five minutes.
 - c. **Activities:** Many activities in the last few weeks:

- i. Letter Parade for the Pre-School – lots of fun.
- ii. All Saint's Parade
- iii. All Souls Day – included the fourth and fifth grade this year.
- iv. Italian Festival – was a lot of fun and a new tradition.
- v. H is for Honor Assembly – was a very well done event, as it should be.

d. Parent Teacher Conferences: Conferences are coming up Thursday and Friday. We added 37 slots for every teacher; we probably need more, but can't extend the time further. Filled up well.

e. Walk for the Homeless: Will be coming up before Thanksgiving.

f. Clean Up Day: There were about 20 people who attended and helped organize the storage area, added shelving in some spaces, moved a number of items out of the maintenance area, and emptied one of the storage areas in the parking lot. Grateful to those families, who did a great job.

g. Questions for the Principal: Will be adding an item to The Messenger where parents can submit their questions for the Principal.

IV. Treasurer's Report – Joe Young, HSA Treasurer [Delivered by Jonathan Day.]

a. Approximately \$70K in the account.

V. Secretary's Report – Erica Dempsey, HSA Secretary

a. Minutes of the October Meeting were approved.

VI. Mary Lead Us Campaign – Anne Mathis

a. Close to closing the campaign.

VII. Annual Fund Report – Eva Domotorffy, Magda Patrick, Ted Fyock

a. We have some anticipated higher donors that haven't yet made their donations. Anne Mathis is confident we are in a good place right now. There is concern that there are so many competing requests for our money right now. The Annual Fund is tight up against the auction, the church request came in to increase donations, the Mary Lead Us campaign. Working on how to balance the need vs. when to make the push. Have a meeting scheduled Tuesday to discuss prioritization of subsequent efforts.

VIII. Hospitality Committee Update – Cara Burke, with Stephanie Scott and Rebecca Stalnaker

a. Hospitality Committee has been busy. Recent teacher appreciation events included a spontaneous s'mores treat ("s'more thanks for all you do!") and First Friday bagels. Also busy planning the November 16 Open House.

IX. FIS Update – Erin Donnelly and Anne Heishman

- a. There are vacant positions going in The Messenger tomorrow, and some that have been filled since the last meeting. We have requested two photographers – one has stepped up. Any volunteers need to check in and out in the software in the lobby. If you are a Chair or a Coordinator (eg. lunch and recess), need to turn in hours so they can be counted.
- b. **Q:** Could we get the information of how many volunteers are needed for recess so the kids can go on the equipment? For what grades do we need more volunteers so that the kids can use all the equipment.

X. Room Parent Update – Laura Pfeffer Coleman

- a. **Contribution Reminder:** We ask that each class try to collect a total of \$900. We use \$400 of that for the faculty and staff fund. We need \$5025 for faculty and staff and we are short of that. The request came out with the timing of the annual fund. If we don't meet our goals, we can play with our budget.
- b. **Feast of Juan Diego and Lady of Guadalupe:** Need to know what the plans are for these two feast days so that a check list can be created for the room parents. In the past the office has gotten the band and the churros, but need to know if the room parents need to do anything.
- c. **VIRTUS Training:** Need to ensure opportunities for VIRTUS training for room parents, and questions about how to transfer VIRTUS training for military parents who transferred in; working on this.

XI. Community Health and Wellness – Jen Szymanski

- a. The Community Health and Wellness Committee met and discussed some possible ideas for the expansion of the health and wellness program to include nutrition, movement and sleep. The idea of play in the morning after drop off was raised. Interested in discussing whether there would be a possibility for kids to play outside before the day starts, as long as there are parent volunteers to do that. Faculty and instructional aides have a morning duty. Something we could look into, but need to ensure there is space for the entire school to play.

XII. External Fundraising – Muffy Day

- a. Past Fundraisers: Discussed with Jocelyn some of the things she thought were most successful in the past; Lebanese Taverna most successful, so we're going to go back to doing some of that.
- b. Looking into adding some options for discounts at different stores.
- c. Kid Create: They are doing camps and have stuff for kids to do, but requires more lead time.
- d. Kate O'Conner: St. Mary's parent who is an artist and had a different idea on

ornaments.

- e. Suggestion: Look at local restaurants who might offer deals on half days (The Haven, Chadwicks, etc.)

XIII. CYO Update – Jean Marie O’Neil

- a. **Students Participating in Fall Sports:** 100 in track; 100 in cross country; 170-180 in tennis. CYO spirit day was on November 6.
- b. **Basketball:** There are 295 kids signed up for basketball – the largest program in the diocese. Games will start December 2.
- c. In lieu of banquets this year, we’re going to do something more special for all of CYO in the spring. Last year, we brought in service projects, and we are going to narrow down what we’re doing in that space. Colin Casey has been moved to March 20.

XIV. Special Events Coordinator – Brianna Neasham

XV. New Business

- a. **Family Wellness Coordinator:** Thinking about who the best speaker is to bring in to help the students with regard to anxiety, social media, peer pressure, etc. Want to make something happen this year, so maybe January/February.
- b. **Blue Ribbon School – Ability to apply?:** The test scores from last year and from the fall do not currently allow the school to apply; the school needs to have 85 across all grades in all testing to apply. There are only around 50 non-public school winners in the nation. The school is close to this 85% mark. It’s important to look at how much each grade level is gaining from the previous year, the size of the school and other factors.
- c. **IXL MAP Improvement Plans:** Teachers will be discussing these with parents at parent-teacher conferences.

XVI. 8:45 p.m. Adjournment – Jonathan Day, HSA President