



THE BASILICA SCHOOL OF SAINT MARY

Founded 1869 - Alexandria, Virginia

The Basilica School of Saint Mary Home and School Association Agenda and Committee Reports Thursday, February 13, 2025 - 7:00 pm St. James Library Media Center

HSA MISSION

The mission of the Association is to provide a structure where parents partner with the administration and faculty to support the spiritual and academic excellence of the School's children. The Association supports the School through four core activities:

- School community development
- Fundraising to support the school
- Assist with the facilitation ministry outreach to the school community
- Providing parents of students with knowledge about school functions and activities

AGENDA

1. 7:09 Call to Order – Sarah Magruder Lyle, HSA President

2. Opening Prayer and Pastor's Report - Father Hathaway

UPDATE

1. First Penance Ceremony was successfully held for 90 children.
2. Mother Cabrini Dinner was a fun and successful gathering.
3. Catholic Schools Week (CSW) - expressed gratitude for the spiritual bouquets offered during CSW.

3. Principal's Report – Mr. Robert Loia, Principal

UPDATE

1. School Calendar & Weather Updates
 - a. Snow Days: Four snow days so far, with three built into the schedule.
 - b. Last Day of School: Currently scheduled for June 13th.
 - c. Diocesan Policy: Allows calculation by hours, and the school remains within the required range.

2. Important Dates & Events

- a. Bishop Superbowl win bonus day off: Scheduled for May 23rd (Friday before Memorial Day).
 - b. Catholic Schools Week (CSW) – January 26th Kickoff:
 - i. Started with Mass on 1/26.
 - ii. Great activities throughout the week.
 - iii. Each day celebrated a hero of Catholic education.
 - 3. Family Wellness Event – February 4th:
 - a. Focused on internet safety and protecting children online.
 - b. Ongoing dialogue will continue both in and out of school.
 - 4. Admissions & Open House
 - a. Second Open House: Held on January 23rd, with strong attendance.
 - b. Enrollment Update:
 - i. Acceptance letters will be sent out next week.
 - ii. Record number of applications received.
 - 5. Community & Social Events
 - a. Cabrini Dinner:
 - i. A fun night of food and entertainment with approximately 400 attendees.
 - b. Class Captain Initiative – First Grade-Level Event:
 - i. Kindergarten families attended Mass together.
 - ii. Families stayed afterward for donuts and fellowship.
4. Treasurer's Report – Joe Young, HSA Treasurer
- UPDATE
- 1. Current cash position is approximately \$43,000 year-to-date.
 - 2. Largest fundraising contributions have not yet been received.
 - 3. Approximately 60% of budgeted non-accredit expenses have been used.
 - a. 26% higher than last year.
 - 4. The Parish Finance Office will enforce a strict 30-day reimbursement policy due to audit requirements.
 - a. Original documentation (printed receipts) is required per Diocesan policy.
5. Teacher's Report - Mrs. Luechtefeld
- UPDATE
- 1. Teachers greatly appreciated the posters for Catholic Schools Week (CSW) and enjoyed seeing the Virtues displayed.
 - 2. The Teacher's Luncheon was a success and well received.
 - 3. Several teachers plan to attend the upcoming gala/auction.
 - a. Mrs. L will send an email to organize a faculty team for the auction; spouses are welcome to join.

- b. Can consideration be made in the future for teacher's tickets to be complimentary if they give time donating an event at the auction?

6. Committee Updates

a. **Spring Clean-Up**

UPDATE

1. Date set for March 15, 2025
2. Activities TBD

b. **New Family Committee - Amy Jones/Kristina Reynolds**

UPDATE

1. APPLICATIONS FILED: We currently have 296 applications, which is great at this point in the year. Last year, we received 350 total applications from when the application opened in November 2023 to when the 2024-2025 school year began. We were around this same number at this point last year too.
2. OPEN HOUSE PARTICIPATION: We had 82 attendees total, which is a great turnout for the second open house. This number could be slightly larger, as we typically have people show up during the tours and do not check in. We also had 19 tour guides for this open house.

c. **Youth Apostolate, including overview CYO Fall and Winter Sports - Marian Staron**

NO UPDATE

d. **Hospitality Committee - Cara Sims**

NO UPDATE

e. **Annual Fund - Anne Mathis**

NO UPDATE

f. **Gala and Auction - Summer Bravo**

UPDATE

1. Exceeded \$100,000 in sponsorships before the event.
2. New Family Engagement: Many brand-new school families have partnered with the event this year.
3. Financial Status: Event expenses are fully covered, with additional funds raised beyond costs.
4. Sign-On Parties: Need to focus more on these, as party expenses and time commitments are significant.
5. End-of-Year Grade-Level Parties:
 - a. Support is needed for organizing specific grade-level celebrations.

- b. HSA officers will contact Class Captains to coordinate outreach to parents.
- 6. Fund the Need – STEM Labs:
 - a. Seeking a \$10,000 challenge gift to boost contributions.
- 7. Volunteers: FIS will send an email outlining volunteer needs.

g. FIS - Erica Dempsey/Anne Heishman

UPDATE

- 1. FIS will be sending out share status updates to all parents next week, likely on Tuesday.
- 2. FIS will allocate Class Captain shares at the end of the school year.

h. Room Parent - Ashley McMurry

UPDATE

- 1. Room Parents helped to facilitate a few Catholic Schools Week events. I am working on creating a guide for next year (since FIS is creating an event chair position for CSW) to make facilitating some of these events easier. We also delivered gift cards for staff and faculty without home rooms with cards written by the NJHS students.
- 2. St. Joseph's Feast Day - Room Parents will help coordinate volunteers to distribute the Zeppole di San Giuseppe. Mr. Loia and I have already discussed this and I'll coordinate the volunteers once we have more information about where those are coming from.
- 3. 8th Grade Class Gift - The 8th Grade Room Parents asked me what type of gift they should look to purchase. Are there any specific needs/wants the school has?
 - a. Need to determine an amount for a gift based on historical knowledge from past years.
 - b. Will reference room parents for this information.

i. External Fundraising - Kara Fiala

UPDATE

- 1. HSA Dinner Nights
 - a. Lebanese Taverna on Feb 13 (advertised in The Messenger)
 - b. Chalkboard BBQ is the meal provider for Mar 14
- 2. Spirit Store
 - a. After discussion with Basilica School parent and BI Merchandising Lead - Shawn Kelly - we settled on BSN
 - b. BSN is able to provide an online store through which parents can order for a specific period of time we designate
 - c. BSSM/HSA can set prices and decide margin on each item

- d. The mock store is set-up: <https://art.bsnsports.com/mts-wizard/approval/69bd6993-140c-4d9e-9a33-367e2d2ed385>
 - e. "S" logo will be used for athletic wear, and more formal gear will have the actual BSSM logo.
 - f. Designated "Spirit Wear Days" will take place once a month with clear guidelines defining permissible items.
 - g. Anticipated store opening will be in May/June. S
3. School Supplies Kits
- a. Three vendors were contacted, two vendors were engaged - Sprouts and Edukit.
 - b. After proper vetting, BSSM will use Sprouts for the 2025-2026 school year.
 - i. Parents can place orders May through July, 2
 - ii. Does not require school or HSA to front money for the school supplies
 - c. HSA sets the kit prices and benefits from the margin.

j. Father-Daughter Dance - Kerstin Magnuson-Anderson
UPDATE

- 1. Event to be held in school gym
- 2. Date: 2/22/25 from 6:30-9:00 pm

k. Mother-Son Event - Kerry Rygiel
UPDATE

- 1. Event to be held at Rudy's Golf
- 2. Date: 2/23/25 from 10 am - 12 pm.
- 3. Cost is \$45 per person

l. Family Wellness - Erin Bell
UPDATE

- 1. Event took place in the Library on Tuesday. February 4th.
- 2. It was not a big turn out so I might want to work on ways to get the word out better for the next event.
- 3. The people that did attend seemed to be very into the topic and I felt it was a successful discussion despite the number of attendees.

m. Trivia Night - Eva Domotorffy
UPDATE

1. BSSM Trivia night is coming up on the evening of Saturday, March 15th at the Lyceum. This is a parent and faculty event (no students:)
2. Hosts are Cassie and Byron Pickard and Eva Domotorffy & Woody Paik (so no need for any "critical fill" for this event - we are all set).
3. The Messenger ads have run twice, and this week the ad will include the registration link.
4. Cost is \$20 pp. We will have trivia run by trivia professionals, food and prizes! Drinks are BYO.
5. Registration is for individuals, but there will be a comment line to write-in team members and/or team name.

n. Movie Night - Allison Gracey

UPDATE

1. Date set for May 3, 2025

7. New Business

UPDATE

1. BSSM Parent, Mrs. Kate O' Connor attended to provide feedback and share ideas to the HSA community, generating productive discussion for ongoing dialogue:
 - a. Let Grow Movement:
 - i. A concept encouraging students to build independence and responsibility.
 - ii. Interest in volunteering or forming a committee if there is interest in developing this initiative.
 - iii. Discussion on whether this could take shape as a parent club or community, and what a reasonable structure might look like.
 - b. Technology Messaging: Noted concerns about mixed messages regarding technology use and policies.
 - c. School Dances – Purpose & Considerations:
 - i. Discussion on why school dances are held and their intended purpose.
 - ii. Consideration of whether they are developmentally appropriate and necessary for students.
2. Introduction of New Communications Director:
 - a. RL introduced Sophie Varisco as the new Communications Director.

8. Next HSA Meeting: March 13, 2025 7:00 p.m.

9. 8:37 Adjournment – Sarah Magruder Lyle, HSA President