NOVEMBER 2025 MEETING MINUTES

St. Francis of Assisi Home & School Association Meeting

November 3rd, 6:30-8:00pm

Board members Nick Jarrett/Jenni Taunton, Chair | Scott Shull, Co-Chair (absent) | Andrea Niesen, Secretary | Conner Reed, Treasurer | Sarah McMenomy, Volunteer Coordinator | Kate Poterucha Communications Representative | Sarah Valinski, Communications Representative | Derek Dravis, Teacher Representative | Andy Poterucha, Principal (absent)

Time	Item	Owner
	Opening Prayer/Greetings	

	Meeting Priorities
	<u>Upcoming Events:</u>
	• Conference Meals (Sarah)
	  ○ All set; Powers will cater without charge for 1st meal; Olive Garden will be purchased for 2nd meal; $292 donated to-date; $280 cost; volunteers will be providing fruit and desserts
	  ○ For the January meal, Powers will cater and only sides needs to be set up
	• Chair Position Update
	  ○ Need Raffle and Carnival in training: Sarah working to contact potential coordinators
	• December Book Fair (Jenni)
	  ○ There will be a book signing; students will need to hand out flyers; there will be a mid-day gift wrapping; teacher wishlists will be sent out
	• Staff Christmas Collection
	  ○ Flyers will go out before Thanksgiving with collections due on 12/12
	  ○ Conner will email the list of recipients to Andrea before Thanksgiving so she can write out cards
	• Catholic Schools Week (Nick)	

Time	Item	Owner
	○ Knights of Columbus will do the basketball tournament on 01/29/2026, which is the same night as the book fair and ice cream social; coordinator needed for basketball tournament ● Fall Garden Clean Up (11/15/2025) ○ Can we assign the garden maintenance to the houses in the school's program?	
	Financial Review monthly report ● T-bill matures in 07/2026 ● $15,000 will be due for closet remodel project, upon request from RCS	**Conner**
	Principal's Report ● None	**Andy**
	Teacher Report ● Art Classes for Student Proposal ○ $300 request considered and other solutions discussed ● Staff Christmas Party Proposal (01/09/2025) ○ $300 for appetizers and food to cover about 60 attendees ○ Motion by Conner to pick up $400 of gift cards at Costco, for a net cost to HSA of $320; seconded by Andrea; passed unanimously ● Square One Art Update ○ Order forms will be due 12/05/2025; delivery by Christmas; every grade participated this year ● Spring School Speaker Update ○ Derek will talk to the teachers and gather suggestions for HSA consideration	**Derek**
	Other Business ● Newsletter Sponsorship: $250 per year; will be prorated for 5 remaining months of this school year ● Nick will be resigning from HSA as he will be joining the RCS Board of Trustees; Jenni will be finishing Nick's term; will need a new co-chair for 2026-27 ● HSA board positions open in 2026-27: volunteer coordinator; secretary; co-chair ● Board job descriptions: Nick will circulate job descriptions to each board member for review/revision	
8:00	**Closing Prayer - Prayer of St. Francis of Assisi**	

Next Meeting: December 1st @ 6:30pm.

Opening Prayer

Heavenly Father, we come to you today asking for your guidance, wisdom, and support as we begin this meeting. Help us to engage in meaningful discussion; allow us to grow closer as a group and nurture the bonds of community. Fill us with your grace, Lord God, as we make decisions that might affect the students, staff, faculty, alumni and friends of St. Francis of Assisi School. And continue to remind us that all that we do here today, all that we accomplish, is for the pursuit of truth for the greater glory of You, and for the service of humanity. We ask these things in your name, Amen.

Prayer of St. Francis of Assisi

Lord, make me an instrument of your peace. Where there is hatred, let me sow love. Where there is injury, pardon. Where there is doubt, faith. Where there is despair, hope. Where there is darkness, light. Where there is sadness, joy. O Divine Master, grant that I may not so much seek to be consoled, as to console; to be understood, as to understand; to be loved, as to love. For it is in giving that we receive. It is in pardoning that we are pardoned, and it is in dying that we are born to Eternal Life. Amen.