April 2026 MEETING MINUTES

St. Francis of Assisi Home & School Association Meeting

April 13, 6:30-8:00pm

Board members Jenni Taunton, Chair | Scott Shull, Co-Chair | 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

Time	Item	Owner
	Opening Prayer/Greetings	
6:30	**Meeting Priorities** <u>Upcoming Events:</u> Raffle-Clarify next steps, Donations. Ticket distribution/counting. Raffle time? Next steps? - Sarah showed the office on how to count tickets (this will be every Friday moving forward). - Conner got another 1,000 tickets. - Jenni will draft an announcement for the broadcast (for family donations). - Andy will talk to the kids about it at the assembly tomorrow. - Two sponsorships and one $1,000 donation received; many donated items received from businesses. - Scott can make a list of all items received so it can be posted on social media. - Jenni, Scott, and Conner will meet about two weeks prior to combine prizes to make $50 prize values. - Edwin Jones will be making a $1,500 donation. Carnival-Replacement for next year, Photo booth - $295 for a photo booth for the night. - This will be Carli's last year. How to recruit for next year. Katie would talk to Carli about what the steps are, but does not have the ability to be the coordinator for next year. 8th grade graduation - Andrea will connect with Melissa.	

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	- Should we do Evite? Can we provide an RSVP link? Cannot email a link to an Evite, the office would need to use their distribution list. Katie can work on that. Retirement celebration - No retirements this year. No reception after the spring concert. <u>2026-2027 planning</u> Calendar- Review event dates/plans, Changes? - All should review what events they were involved with this year. - Discussion about bookfair, should we do another company other than Ignatius. Teachers would be happy with a different book fair company, as they already have many of the books already. Should we look at a used book fair? If we did Ignatius, could we do it systemwide? - Lourdes homecoming is the last full week of September 2026. Proposed HSA board role revisions - One person who is volunteer coordinator and two people who are event coordinators. - Secretary would absorb some of the communication rep roles (broadcast, newsletter, etc.). - Should we have three co-chairs, one for each year of a three year cycle: Scott would be the 2nd year chair, Conner would be the 1st year chair, Jenni would be the emeritus chair. - Sarah V. will be secretary/communications. - Christina Wright-Peterson will be treasurer. - Becky Bacon would be willing to be an event coordinator. - Kate P. would be the volunteer coordinator. - Will need to solicit one more event coordinator; Jenni will reach out to a few suggestions. Event leads for next year: Review needs/open positions, How to solicit volunteers? - Jenni, Sarah M., and Kate will coordinate. Playground committee: Initial planning - Conner will be doing a volunteer sign-up form and then form a committee based on expertise/experience of the volunteers. Conner will start recruiting soon before the carnival, but the committee would likely meet starting early next year. - Project will take 3 years approximately: grading/landscaping, structures, etc. - Conner will look into grants.	

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7:10	**Financial** Review monthly report - Carnival money coming in.	
7:25	**Principal's Report** - NWEA testing starting next week. - On Wednesday, work agreements are going out. - Book study for the staff. - Very busy May: May Crowning, Grandparents' Day - Gym door replaced. - 3rd grade bathroom stalls fixed. - Summer projects will start in July: drinking fountains, bathroom fixtures.	
7:45	**Teacher's Report** - Orbit Earth next Friday: thank you to HSA for sponsoring.	
7:55	**Other Business** End of year letter or survey? Admin Prof day and nurses day flowers/card? - Staff loves lunch. Jenni will follow up on this. HSA Flyer in K-signing bags? - Kindergarten Signing on April 28. HSA will put a flyer in each bag.	
8:00	**Closing Prayer - Prayer of St. Francis of Assisi**	

Next Meeting: May 4 @ 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.