

**St James/Seton Home & School Agenda
November 22, 2010**

- Welcome
- Opening Prayer
- Those in attendance were:
 - **Bernadine Cutsor, Pamela Perry, Mary Manley, Sue Kriener, Christa Monti, Dale Krupka, Jean Koch, Barb Hilton, Patty Bales, Linda Lytle, Vanessa Shoemaker, Teresa Maxwell, Marilou Lonergan, Terry Crum and Joanne Blaylock.**
- Introductions
- Finance Report
 - **For the time period of 10/1/10-11/19/10:**
 - **Total income was \$57,408.63**
 - **Total expenses was \$33,849.34**
 - **Net income was \$23,559.29**
 - Does the Home and School have an operating budget for expenses?
 - **Mr. Crum will provide an electronic copy of the Regular/Historical Expenses covered by the Home and School Association. (See final page of meeting minutes.) These expenses run approximately \$19,200.00 each year. They include but are not limited to:**
 - **½ of the yearly Sycamore Expenses**
 - **Playground equipment and wood chips (alternate years)**
 - **Grade level field trips and classroom parties**
 - **Staff Development**
 - **School Directory**
 - **In addition, each year, a special need is addressed for the school. This year, the goal is to purchase and install a new sound system for the gym that would include four speakers and wireless microphones. The installation of the new system would occur over the summer break. If there are additional funds available, the windows of the gym will be tinted.**
- Home and School Bylaws
 - Where are these located?
 - **Mr. Crum will provide an electronic copy of SJS Home and School By-Laws. They will be available in the Home and School section on Sycamore.**
- Committee Updates
 - FAN Report
 - Half sheet information sheet for the next two months?
 - **Barb Hilton will send a December Refrigerator Bulletin about upcoming Home and School events.**
 - **There was strong agreement that this is a helpful tool for families.**
 - **A new partner has been added to our FAN club. Village Inn will be hosting three events before the end of the school year. On our FAN Club night, Village Inn will donate 10% of the sales between 4:00pm and 8:00pm.**
 - **The response to the Village Inn Sweet Returns card was great. As of November 21st, 260 cards were sold with \$2.50 coming back to the school for each card sold. That is \$650.00 donated back to the school.**
 - **A HUGE thank you to Village Inn for this opportunity and to Barb Hilton for making this happen!**
 - Membership
 - **We had 209 families respond to the membership form**
 - **209 paid the \$5 for Classroom sponsors.**
 - **204 paid the \$3 for the Nebraska Federation for Catholic School parents.**

- Christmas Cheer Donations
 - **\$1733 was collected for the Teachers appreciation**
 - **Home and School will add an extra \$642.00 to this.**
- Product Partners
 - Box Tops
 - **A bonus Box Top batch was submitted that generated a credit for 468 Box Tops.**
 - **A check should be sent to SJS for approximately \$1800.00 plus a voucher for \$370.00**
 - Our Family
 - **It is quiet right now but should pick up with holiday shopping. Linda is keeping an eye out for Our Family promotions.**
 - Campbell Soup
 - **SJS has approximately 79,000 point in our account. It appears that points are added on a monthly basis regardless of how they are submitted.**
 - **If we submit 19,000 points before the end of the year, we will receive 3600 bonus points.**
 - **SJS supporters that shop at Bakers can sign up for “e labels”. For each Bakers card that is registered as a supporter of SJS, our account will receive 100 point.**
 - **Cards can be registered at www.labelsforeducation.com**
 - Tyson A+ Labels
 - **There is a minimum of 100 A+ labels needed before a batch can be sent it.**
 - Land-O-Lakes
 - **300 milk caps have been collected so far!**
 - Discuss various ways of collecting these items.
 - Discuss the benefit of these programs to the school and how to relay that information back to the school families and parishes.
 - **For the weekend of November 20/21, the bulletin for both St. James and St. Elizabeth Ann had an insert explaining our Product Partners and encouraging parish participation.**
 - **A big THANKS to Bernadine Cutsor for creating the flyer and making sure each parish had what they needed to make this happen!**
 - Could we put one of the flyers printed on cardstock or something similar and secured to the fronts of the collection containers?
 - **Bernadine is looking at ways of modifying the Product Partner flyer into something that could be used in conjunction with the Campbell Soup bin to gain more attention to this program.**
- Committee Chairperson Update
 - Christmas cookies for School Neighbors
 - Laura Schwarz will be the contact person. Jen Euteneuer and Christy Osborn will also assist in organizing our volunteers.
 - **The Christmas Cookies for School Neighbors will be on collected on December 15/16.**
 - **Would having a “Collection” elf in the parking lot help those parents who may not have time to drop off cookies but would bring them to “drop off”?**
 - **Delivery of cookies on Friday, December 17th will be in shifts.**
 - **“Cookie” flyers will be sent home by Friday, December 3rd.**
 - Fall/Spring Classroom Treat Coordinator for Krispy Kreme and Hy-Vee is Christi Olsen and Pam Perry.

- Thank you Kelly Bosn for overseeing this.

- Upcoming Events

- No December Home and School meeting – Merry Christmas!
- FAN Night – Runza - 12/1
- Eagle's Wing Luncheon for staff sponsored by 5th grade. (12/8)
- FAN Night – Dairy Queen – (12/14)
- Eagle's Wing Luncheon for staff sponsored by 4th grade. (1/12)
- FAN Night – Godfathers – (1/20)
- Product Partner Turn In – (1/28)
- Catholic Schools Week
 - 1/30-2/4
 - Any assistance need from Home and School?
 - **Catholic Schools Week gets rolling on January 30th. Families are encouraged to join us Sunday night at Skate Daze.**
 - **Home and School will be hosting the Family Fun Night on February 4th. Marilou Lonergan is the contact person for this.**
 - **The event will be from 5:30pm-8:00pm**
 - **The Junior High Students will be doing an ice cream sundae booth.**
 - **Food has yet to be determined but lots of ideas were generated.**
 - **More information to come.**

- Home and School Happenings Newsletter

- Feedback
 - **Each family received a color copy of the “Happenings” newsletter. It was a great way to launch this new communication tool.**
 - **Look for editions in February and May 2011.**

- New Business

- Discuss ways to improve communication between the Home and School and SJS families.
 - Website
 - “Home and School Happenings” link
- Faculty/Staff Appreciation Dinner/Banquet
 - **It was discussed and agreed upon to organize a dinner for the Faculty and Staff as a thank you for all they do for our children.**
 - **This event will be on April 8th from 6:00pm-10:00pm.**
 - **More information on this to follow.**
- Service hours for the Junior High Students-is there a service opportunity available for them.
 - **Teresa Maxwell and Dale Krupka will see if there is an interest with the Junior High Students from both the five-day school and the PRE program.**
 - **If there is, a time will be set up for them to earn service hours by helping with Product Partner batching.**

- Concluding Prayer

**St. James/Seton Home & School Association
Regular/Historical Expenses
2010-2011**

\$500.00	Staff Retreat Lunch
\$3,700.00	Classrooms & Departments
\$3,000.00	Grade Level Field Trips
\$500.00	Eagle's Wings
\$750.00	Playground Equipment (alternate years)
\$800.00	Classroom Parties
\$150.00	Office Supplies (paper, etc.)
\$2,000.00	School Directory
\$2,600.00	Sycamore Education
\$2,000.00	Staff Development
\$200.00	8 th Grade Breakfast
\$300.00	Catholic Schools Week
\$2,000.00	Playground wood chips (alternate years)
\$700.00	Administrative Expenses (Beg on the year packets, newsletters, etc)
\$19,200.00	Total Historical Expenses