PTA | HOLY SPIRIT CATHOLIC SCHOOL

PARENT TEACHER ASSOCIATION MEETING AGENDA

January 23, 2024

- **CALL TO ORDER / PRAYER:** Meeting opened at 7:00 pm Emily Bouma

- **BOARD IDENTIFICATION:** Individually
  - Emily Bouma - PRESIDENT | ebouma1205@gmail.com
  - Melissa Radlinski- VICE- PRESIDENT | melissaradlinski@gmail.com
  - Philip Alt - TREASURER | Philip.alt@altcc.biz
  - Tanya Kooistra - SECRETARY | tlkooistra@gmail.com

- **STAFF RECOGNITION:** Melissa Radlinski
  - Paula Ryan
  - Pat Kalahar
  - Tom Wisniewski
  - Lisa Digiovanna
  - Kelly Clancy
  - Tanya Kooistra

  *Thank you Paula for putting out and picking up the reminder PTA signs on PTA Tuesdays!!**

- **ROLE CALL:** Individual Parents: Parent Name(s), Student Name(s) and Grade(s)

- **READING OF GOALS** (see goals at the bottom of agenda): Melissa Radlinski

- **BOARD OF DIRECTORS REPORT:** Chris Abid (president)
  - Updates
    - The BOD approves the school's handbook, which includes the school's dress code
    - After accreditation, the board of directors (BOD) agenda/ minutes are now posted on the Holy Spirit School website
      - Meeting minutes must be approved at the subsequent meeting and then will be posted
    - The BOD's email is: holyspiritschoolboard@gmail.com
    - Next BOD meeting is: **Wednesday, February 21, 2024**

  - Discussion about school uniforms/ dress code for physical education
    - BOD's November 2023 Meeting discussion on PE uniforms:
      - Holy Spirit does not have adequate changing areas for students to change
      - BOD is a voting board

        - Any proposed physical education/color day uniform changes need to be submitted, reviewed, and voted upon
        - Any change and ratification would take place for the 2024-2025 school year, no mid-year change in dress code will happen

    - Parent PE Uniform Dress Code Concerns:
        - Appearance of some of the student's choices for color days/ PE days
            - skinny jeans, flannel pants, pajama pants (slovenly)
        - Additional comments from the October 24, 2023 PTA meeting

    - Questions:
        - What are we trying to fix? What is the end game of creating/changing the color day/PE color day dress code?

    - Suggestions:
        - Change ALL color day and PE color day expectations
        - Remove the name "color day" and call it PE Dress Code
        - Must be clear cut/ no gray area so it is enforceable
            - Vernacular is important with dress code (caution to not get stuck on one word suggestions- like pajama pants)
    - Tasks:
        - PTA Board will propose a concrete PE Dress code to the BOD, Pat and Paula, and teachers
            - Opportunities for suggestions, changes, and improvements
        - Examine the language on Color Day dress code as well, if the complaint is that students look slovenly

- **PRINCIPAL'S REPORT:** Pat Kalahar
    - December 2023 Accreditation
        - **December 20, 2023,** Holy Spirit School informed- WE PASSED ACCREDITATION!
        - Many thanks go out to the teachers and staff for the countless hours they poured into the school study
        - Thank you also goes out to the parents that were interviewed and provided feedback for the accreditation team
    - PTA Christmas Gifts- distributed on **December 21, 2023 and December 22, 2023**
        - Thank you from all the teachers and staff for the generosity of the parents (Santa's Elves) and the PTA.
        - Large stack of thank you notes expressing teachers and staff appreciation
    - Titan Toddler Time- **Thursday, January 25, 2024**
        - Location: Gym
        - We have had so many littles coming to these events, it is very exciting to watch the future Titans get to know the school, the staff, and each other
    - Catholic Schools Week- **January 28, 2024- February 4, 2024**

- Wear your Holy Spirit School uniform or Holy Spirit gear to Mass this weekend
- Students will be doing the readings, petitions, greeters, and ushers during all weekend Masses
- Still in need of students for **Sunday, January 28, 2024; 8:30 am Mass**- contact the school office if your child is available

- New Spanish Club- Begins on **Monday, January 29, 2024**
  - Over 30 students have signed up for this new club
  - Thank you to Araceli Barajas and Jennifer Van Zyll for leading this
- Early Childhood Information Night- **Monday, February 5, 2024**
- Parent Teacher Conferences- **Thursday, February 8, 2024 and Tuesday, February 13, 2024**
  - Sign up genius will be emailed soon
- Holy Spirit School Snow Days
  - 99% of the snow days are not called by Pat
    - Pat only makes school closing calls, if it is specific to our Holy Spirit School building (ex. broken water main, boiler out, temperature in the building deemed unsafe for students)
  - Holy Spirit is part of a Diocesan group, which is who makes the call for a snow day
    - Goal is that the Dicoesan Office makes the call by 6am
- Holy Spirit School Athletics
  - Fee per athlete/ school year is and has been $85.00/ year (All you can play) for many years
  - This rate is not sustainable
    - 2022-2023 School year, Holy Spirit School lost almost $7,000 on athletics, not included an athletic director's salary or uniforms
    - In order to break even, the fee would need to have been $185.00/ athlete
  - The Board of Directors have been working on a plan for the 2023-2024 Athletic Season(s)
    - Possibility of keeping a 1/year fee (All you can play)
    - Possibility of a per sport fee (different for each individual sport, depending on their needs)
  - Athletic Boosters Golf Outing
    - Booster's primary goal has been fundraising
    - 2023 Golf Outing helped reduce the athletic deficit- THANK YOU! THANK YOU! THANK YOU!
  - GRACEAC (5th-8th grade) pays for (generally speaking, different per sport): uniforms, equipment, director's salary, referees, facilities (line painting)
    - The cost of reconditioning a football helmet alone is astronomical!

- **TREASURER'S REPORT:** Phil Alt
  - Total Revenue to date- **$49,059**
    - $1200 in revenue besides WWTS
      - Titan Givebacks
        - Blessing of the Playground
          - Le Bon Macaron (100% give back)- **$750.00**

        - Around Baking- **$50.00**
        - Manning BBQ- still waiting on Derek's give back (Emily will reach out again)
    - Chick Fila- November 2023- **$556.56**

- Expenses to date- $22,805 (see Financial Report for breakdowns)
    - PTA Teacher Christmas gifts- **$6207.00**
    - Santa Elves Teacher Christmas gifts- **$6200.00**

- **COMMITTEE REPORTS:**
- Committee Job Description Toilet Bowl Winner- Tanya Kooistra
    - Congratulations Social Committee, you were the last committee to turn in your committee job descriptions/tasks form
    - Awarded a 3D printed (Thank you Jon Grimshaw) toilet bowl trophy

- PTA Sponsored Written Publications- Tanya Kooistra
    - Praise and apologies to Rachel Jonaitis (Social Committee) for their Winterfest flier
    - Tanya Kooistra will work on a written publication checklist, for future publications, to ensure that all written communication/printed publications follow the guidelines required to be included in the school newsletter, Friday Followup, Parish Bulletins, etc.

- Committee Commitment and # of Volunteers- Tanya Kooistra
    - Tanya Kooistra is working on creating a form that each committee chair will complete, indicating how many volunteers they would like on their committee for the 2024-2025 school year, as well as the estimate time commitment required for each committee member
        - Will be emailed to Committee chairs by next **Friday, February 2, 2024**, with a due date of **Friday, February 16, 2024**
        - Hopeful that by specifying the number of volunteers each committee needs, the volunteers that sign up will be better utilized than they have in the past
        - we have a community of people who want to volunteer, so we would like to find a way to put their giving hearts to better use

    - Tanya Kooistra and Paula Ryan working on digitalizing the Parent Participation Interest Survey
        - The hope is that this will be completed to be distributed in February, possibly with the registration paperwork

- Holy Spirit Apparel - Chair: Melissa Radlinski
    - Look for a new apparel order coming in the next month
    - Always looking for new designs and ideas, if you have any, email pta@hsparish.org
        - More options in toddler sizes
        - Athletic cinch style bags with option for student's name

- Birthday Board - Chair: Stephanie Kozlowicz
    - Looks awesome, as always!
        - Henryk Kozlowicz thought of the January idea- Good work buddy!
    - Not having to use much of the assigned budget, been using what has been left from years past and the Ellison Die machine in the art room

- Community Connection / Alumni Committee: Sarah and Dan Grey

- Placed an ad in the bulletin- including a QR code- Google Form to collect names/ information
- Aside from the operations part of collecting data, Question: How does this fit with PTA?
  - Looking to collect a list of names and places of employment so that we can support alumni/parishioners/ parents that have businesses for Titan Givebacks or other ideas, supporting our own families first
  - Holy Spirit Catholic Church has a past directory that could provide some dated information regarding parishioners

- Alumni committee plans to get with administration to see how else their role may play in the PTA and the school in general

- Alumni Gathering Event- in the future??
  - West Catholic- has an alumni gathering
  - Would want to want to make sure there is a purpose to the gathering

- School Family Outreach- Chair: Annie Williams
  - No chair present/ emailed report
  - No need for any new food trains
  - Cards for condolences and celebrations continue to be sent out
  - If you or someone you know needs anything from our school family outreach committee, appease email pta@hsparish.org and we will get this information to the committee chair

- Hospitality / Staff Conference Meals - Chair: Andrea and Michael Dewicki & Mercedes Barnum
  - Spring Parent-Teacher Conferences are around the corner
  - Email with sign up genius to those that signed up as a Staff-Conference Meal volunteer- regarding items to purchase will be coming soon
  - No need for further volunteers, their is an allocated budget per PTA Budget that cushions the purchases the chairs need to cover

- Paper Gator - Chair: Kelly Toland
  - Many of the same volunteers help out each paper gator color day
    - It would be nice to see some others that have signed up for this committee to volunteer as well, as to not burn out those that continually do it

  - Kelly Toland is going to call and get the specifics of the dollar amount Holy Spirit School receives per dump and how this is figured out: per weight? per estimate?

- Parent Ambassador - Chair: Kelly Clancy
  - End of 2nd quarter- Kelly will send on an email **Wednesday, January 24, 2024**, to remind ambassadors to email families and check in with them

- Publishing Center - Chair: April Alt
  - No chair present/ emailed report
  - Lots of kids have been writing, keeping those volunteers very busy
  - Used PTA funds to purchase more book covers

- Room Parent Coordinator - Chair: Amanda Sekelsky
  - No chair present/ emailed report

- Classrooms will be celebrating Valentine's on **February 13, 2024** because February 14, 2024 is Ash Wednesday

- Social Committee- Chair: Ashley Braman
  - Winterfest- **Sunday, January 28, 2024**
    - Was hoping the awesome snow was going to stick around
      - The show will go on no matter what!!
    - Bring your sleds and your snow stuff, join the Holy Spirit community after the 10:30am Mass for loads of fun
      - 2 Food Trucks (Titan givebacks)
        - Around Baking - Pizza
        - El Jalapeno - Mexican

- Teacher Appreciation Week-**May 6-10, 2024-** Chair: Emily Bouma
  - Nothing to report at this time

- Titan Give Backs - Chair: Katie Johnson
  - Chick Fila- working on a March date
  - Whitecaps- offering a $2.00/ticket giveback- working on a Spring date
  - Ed Dunnabeck and Girls Farm- working on a giveback

- Variety Show- **May 31, 2024-** Chair: Erin Gottleber
  - No chair present/ no report

- Walking With the Spirit-**September 13, 2024-** Kelly Clancy
  - 234 more days until the 2024 Walking with the Spirit
  - **Saturday, February 24, 2024-** WWTS YMCA Celebration Night- more info to come
  - Current WWTS committee has started to take a lot off of Kelly's plate
    - THANK YOU! THANK YOU! THANK YOU!
    - Still looking or a new WWTS Chairperson

Topics of Discussion:

- PTA Meetings (2024-2025 School Year)
  - What is the appropriate amount of PTA Meetings for next school year?
    - Every month? Every other month, with the alternative month being time to meet as a committee? Or similar to what the 2023-2024 meeting calendar was?

- Mental Health Initiative
  - Possible grant $$ available to promote mental health among students, faculty/staff, and/or parents/parishioners
  - Looking for ideas- email pta@hsparish.org

- As our weather turns "wintery"
  - Please help your child/ren remember to bring boots to school for outdoor recess. Students without boots will remain on the sidewalk
  - Students who are fully dressed for winter (i.e. – snow pants, boots, hats, gloves, etc.) may choose to play on the playground equipment, the upper/lower fields, and/or go sledding when offered

Important Dates:

- **Thursday, January 25, 2024**- Titan Toddler Time

- 10:15-10:45 am- Activity Center
- **Sunday, January 28- Friday, February 2, 2024**- Catholic Schools Week
  - Weekend Masses: Wear Holy Spirit apparel or uniform to kick off CSW
- **Sunday, January 28, 2024**- PTA Sponsored WinterFest
  - 11:30am-2:30pm- Back parking lot/sledding hills
- **Tuesday, January 30, 2024**- 2nd Quarter Report Cards Online
- **Late February-** Registration for 2024-2025 School Year sent out
- **Friday, March 8, 2024**- Living Stations of the Cross
  - 7:00pm- Holy Spirit Catholic Church
    - Come one, come all- not just open to school families
- **Saturday, March 23, 2024-** 4th-8h grade Madagascar Musical
  - 2:30 pm and 7:00pm- Activity Center

DISMISSAL

- Color day pass drawing and distribution
  - #6- Dewicki Family
  - #3- Radlinski Family
- Meeting concluded at 8:15pm Emily Bouma

This year's meetings:
~~**September 26, 2023- 7pm**~~
~~**October 24, 2023- 7pm**~~
~~**January 23, 2024- 7pm**~~
March 26, 2024- 7pm

Our mission at Holy Spirit School is to learn, live, and share the message and teachings of Jesus Christ.

FROM THE PTA CONSTITUTION, ARTICLE II: GOALS
The goals of this organization shall be:

A) To bring into closer relation the home and the school, so parents and teachers may work together in educating children in a Catholic Christian environment.

B) To develop between teachers and parents such united efforts as will secure for every child the highest advantages in physical, mental, social, and spiritual education.

C) To offer through a well-planned program information of particular interest to parents in an effort to raise the standards of home life.