

# **MQP Home & School Association - Meeting Agenda**

May 19, 2022 at 7pm - Holy Family Room

7:00 – 7:05	<b>Opening Prayer</b> - Father Craig - <i>Lisa Voges opened the meeting and welcomed all, thanking them for attending. Father Craig led the opening prayer.</i>
7:05 – 7:35	<b>On-Going Business</b> <ul style="list-style-type: none"> <li>Spring Fest Recap - Craig Avery/Lisa Voges - <i>Craig Avery reported that Spring Festival 2022 was a resounding success! The final numbers are still in progress but it appears that they will end up about 20% higher than the previous record set in 2019. Thankfully, the gloomy weather forecast did not hold and the weather was perfect. Craig had a great team in place and reports that this year's chairpersons will return next year. However, efforts must be made to find assistants to work with the current chairs and then take over the job in the future. Craig will serve as Director of Operations next year with Jon Copley taking over as Chairperson – Craig suggested that in the future, the role of operations may need to be assigned to a group, rather than one person.</i></li> <li>Spring Fling Recap - Clare MacConnell/Amanda Gianino - <i>Clare MacConnell reported that Spring Fling was also a huge success – again, thankful for the great weather. Final numbers are still being calculated but so far the event has netted \$36,000 from sign-up parties/auction baskets. Parties with space available are currently open for registration - will close on May 31st so that records can be finalized. Several points were raised as lessons learned/ideas for next year – including more streamlined communication, earlier distribution of the 'Everything You Need to Know About Spring Fest' Packet, Printing of Itemized Receipts for What People Purchased, Paid Guest Lists Provided to Party Hosts, etc. Lisa Voges reported that an effort is underway to get information on the parties to new families before the school year begins. Question was raised on why party registration has to permanently close if space is available – Clare will follow up with Sue O'Leary.</i></li> <li>Auction Update - Jill Azar/Julie Redmond - <i>Julie Redmond reported that auction planning is full steam ahead – event date is Nov 5, 2022. All major items such as location, food, tech support, videographer, etc, is in place, Marketing efforts will increase this summer and lead right up to the event. Fund-a-Need possibilities include improvements to Bathroom in Church, Holy Family Room, the Sacristy and Teachers' Lounge. If you've got good ideas for something successful/unique that you've seen at other auctions, please let Jill and Julie know! Idea was also raised to have padded chairs with MQP logo for gym sidelines available for purchase. Auction Kick-Off will get the kids excited about the auction and include incentives for donations (i.e. dress-out days, doughnut party for the class, etc). All committee heads are set but they are always looking for more volunteers; possible roles include helping with Grandparent's Honor Roll, Auction Kick-Off Week and other minor positions – please contact Jill or Julie if you'd like to volunteer!</i></li> <li>Teacher's Appreciation Week Recap- Ellen Fesler - <i>Ellen reported that Teachers' Appreciation Week was a huge success! Teachers were treated each day with lots of surprises including candy/sweet treats, flowers, bundt cakes, lunch from Gioa's Deli and happy notes from students and parents alike. Miss Smith expressed her immense thanks on behalf of all the teachers.</i></li> <li>Hospitality/Graduating Family Gifts Recap - Mari Barringer - <i>Mari reported that the teachers' pantry was a huge hit this year. Mari surveyed the teachers to learn of their</i></li> </ul>

favorite snacks/drinks and kept the pantry/refrigerator stocked. Mari recommended that more of the budget is utilized next year – there is room. The teachers will enjoy an end-of-year lunch From Gioa's deli on June 1st. At 8th-grade graduation mass the graduating families will each receive a watercolor (created by Laura Boeker) framed and matted as a remembrance of MQP.

#### **New Business**

- MQP Summer Cleanup (Sunday 08/07/22) - Lisa Voges/Julie Janes - Lisa reported that a clean-up day is back in the plans after a hiatus for many years. It will be planned for this summer - original thought was Mon 8/8 but after some discussion, date was moved to Sun 8/7 so that working parents may more easily participate. Idea started with plan to clean school and get ready for the new year – but after some discussion, idea has been expanded to include the cleaning out/taking inventory of all storage spaces/closets in the school and creating a load plan/inventory list. **Lisa will organize a meeting this summer involving all campus organizations to assess their storage needs and ensure that every group's supplies have a home.** This will make future events easier – every group will know where their supplies are located and have an inventory of exactly what is on hand.
- Buddy Families - Yvette Pelikan/Jen Daake - Yvette reported that she will be looking for volunteers for Buddy Families - please let her know if you would like to volunteer. Yvette asked Miss Smith for the names of new families who have registered – **Yvette will share last year's google doc with Miss Smith; Miss Smith will make sure it is updated with newly enrolled families.** Yvette brought up idea raised previously to provide a gift to new families with their yard sign – MQP Tervis Tumblers will be utilized, filled with candy. Yvette would also like to include an MQP car magnet – the last time these were ordered was with Sara Buehring and Becky Lane – suggestion was made to contact them for info/artwork. Yvette will also need more yard stakes for signs along with a place to store the signs (so they can be removed from her garage)! New Family Pizza Party will be Friday Aug 12th – budget has been increased. **Yvette to call a meeting in June to finalize ALL the details including ideas to expand the program/increase touches throughout the year.**
- Ice Cream Social - Mari Barringer - Mari reported that Ice Cream Social is set for August 14, 2022. Ice cream will likely be purchased again from Sam's Club – that was successful last year. Mari is working on a way to keep ice cream cold – if anyone has a dry ice contact, please let her know! A new element to the day will be sports championship recognition/raising of the championship banners in the gym.
- School Supplies - Lindsey Field - Lindsey reported that school supplies will be available for order again this year through School Tool Box. Information on ordering/school lists will be distributed this summer after June 10, 2022 via MQP Weekly. Deadline for ordering will be 10 days before school starts. Lindsey has worked with all the teachers to finalize their lists. Lisa Voges reported that new families will also be given this information. All orders will be shipped to the purchaser's home – students will bring their supplies to school after the Mass/Backpack Blessing during the Ice Cream Social.

7:35 – 7:45

**Pastor's Report** – Father Craig - Father Craig thanked everyone for all of their hard work that helped make this year so successful. He pledged his support with whatever is needed! Father Craig will assist with recognizing Mrs. Wingbermuehle at the last All-School Mass on 5/27 at 9:30am and recognizing graduating families at 8th grade graduation mass on 5/25 at 6pm. Father Craig reported that enrollment for next year is looking good, morale is high, budget looking good – lots of fun things to come in this centennial year! This conversation transitioned

	<p>into the discussion of volunteerism – trying to get new/young families involved with school activities so that it's not the same people doing all the jobs, year after year. Many strategies were raised, including the ideas of mandatory volunteer hours, incentives/buyout, the addition of the social chair to each classroom next year to facilitate social events/getting to new families and drawing them in – a personal touch. Buddy families will also be important – veteran families partner with new families and encourage involvement. This conversation led to discussion of passing on knowledge of volunteer roles from year to year so no one is afraid to volunteer; they know what is expected with each position. Goal is to set an expectation of getting involved. The overall topic of volunteerism will be addressed in a separate future meeting.</p>
7:45 – 7:55	<p><b>Principal's Report</b> – Miss Smith - Miss Smith thanked everyone for all their work to bring back activities and make it such a great year. She reported that a new Discipline Policy is currently in the works – MQP Standards for Students. A new program is also being implemented next year involving 'teams' or 'families' of students from Pre-K3 through 8th grade. The Live School Program/App will be purchased and used to track points for individual students and teams. HASA will receive a budget request for the program. Faculty/staff can award points as they witness behavior to be positively rewarded. All details are currently being finalized – rules/standards/expectations will be unveiled in August. The Inclusion Program Committee is looking for volunteers – the program will be revamped and a new handbook created. Please contact Miss Smith if you would like to be involved. Miss Smith is actively interviewing for open faculty/staff positions for next year.</p>
7:55 – 8:05	<p><b>Board of Education Report</b> - Beth Radefeld - Danielle Emert provided an update – the board has been working to update/amend policies – to be published soon. New board members will be joining the group in June/August. Next year's focus will be the school improvement process – involving sub-committees and 'town-hall' type meetings. The Board is moving forward with MQP academic goals.</p>
8:05 - 8:25	<p><b>President's Report</b> – Lisa Voges</p> <ul style="list-style-type: none"> <li>• Thank You/Shout Outs - Lisa thanked ALL involved for so many recent successful events – Craig Avery and team for Spring Festival, Clare MacConnell/Amanda Gianino and team for Spring Fling, Yvette Pelikan for Happy Notes, Ellen Fesler for Teachers' Appreciation Week, Mari Barringer for Hospitality this year and ALL the volunteers who stepped up to fulfill volunteer roles. Without everyone these events could not have happened. Lisa emphasized the importance of chairpersons taking the initiative to plan their events – consult with HASA/plan your date, book your room/space, consult Denise Watkins about volunteer needs, consult with the treasurer on your budget, work with your assistant. Run with it!</li> <li>• Mrs. Wingermuehle's Retirement (Recognition at School Mass <b>5/27</b> @ 9:30am) - As earlier reported, Father Craig will recognize Mrs. Wingermuehle at the final all-school mass and present her with flowers, a gift and a framed watercolor of MQP. Shhh... it's a surprise! All are welcome at mass to wish Mrs. Wingermuehle well.</li> <li>• Transition Schedule/Open Positions/Roster Review/Updates - Open roster spots remain for next year – please contact Lisa Voges, Jennifer Hulsen or Karen Reilly if you are interested or would like more information! The school calendar next year is a full one – there will be plenty of opportunities to get involved! Notice on the updated roster that the word 'shadow' has been eliminated. Current chairs will be assisted by assistant chairs – then the next year those assistant chairs will become the new chairs, and so on.</li> <li>• End of Year Teacher Appreciation Party - Lisa reported that HASA will purchase box lunches from Gioa's Deli next week on the teachers' work day – June 1st.</li> </ul>

	<ul style="list-style-type: none"> <li>• Building/Tech Improvements <ul style="list-style-type: none"> <li>- TV Monitors - <i>Monitors are installed in back by concession stand/gym and in front lobby; will show messages, photos,, etc.</i></li> <li>- Website - <i>New and improved website is in the works</i></li> <li>- Painting - <i>Lisa Voges is obtaining bids for the interior of school to be painted; strategy will then be created for 3-5 year plan to have entire school completed, with high profile areas the first priority.</i></li> </ul> </li> </ul>
8:25 - 8:30	<p><b>Treasurer's Report</b> – Elise Holland</p> <ul style="list-style-type: none"> <li>• Budget Update - <i>Elise reviewed the latest budget information. She emphasized the importance of all chairpersons consulting with the treasurer when you first begin your planning to make sure you understand your budget. Communicate any concerns and you can work together to ensure your budget is set correctly! Also, please turn in any outstanding expenses ASAP so that Elise can reconcile/close out her books.</i></li> <li>• Staff Gift Fund - Sarah Saguto - <i>Sarah reported that collections for the End-Of-Year Staff Gift Fund are underway – deadline is 5/26. The staff greatly appreciates this! Note - Venmo rules are changing so we will be looking for other options to collect money, with minimal fees/expense.</i></li> </ul>

Jennifer Hulsen will be taking over as HASA President in 2022-2023. Jennifer thanked Lisa Voges for her leadership and countless hours of hard work this year to make all of our events a success!!

The next Home and School Meeting will take place on  
Thursday, August 25, 2022 at 7pm in the Holy Family Room.

*2022-2023 HASA Meeting Dates*

8/25, 9/15, 10/20, 11/17, 12/15\*, 01/19, 02/16, 3/23, 4/13. 5/18\*\*

\* 12/15 Christmas Party

\*\*5/18 End of School Year Celebration

Have a GREAT Summer!