



MINUTES

St Raphael Catholic School – PHT Meeting

11/13/19 6:30pm | Meeting called by Tina Greazel

Board members

Chairperson: Tina Greazel

Co-Chair: Jessie Raymond

Secretary: Carrie Elizondo-Hudak

Treasurer: Maria Soto

- 1) Greet – Sign In – Opening Prayer – Tina – Attendees: Jessie Raymond, Maria Soto, Tina Greazel, Carrie Elizondo-Hudak, Geri Cox, Cindy and Sam Villa, Maricela Campo, Nikki Rodriguez and Raul Cano, MoonSun Christenson, Holly Teixeira, Mrs Avina
- 2) Financial
 - a. Earmark Funds – Per **Mrs Avina**, no immediate needs but she **will check with staff**...maybe projectors
 - b. Overview of Budget Projections – Current PHT Acct Balance ~\$30k
 - c. Updates on PHT Acct – Maria/Ginny – Ginny to provide Maria with most current updates
 - d. Turkey Bingo Recap
 - i. Volunteers (3-4) to check bingo winner cards
 - ii. Designate prizes being played for each game
 - iii. Backdrop for photos
- 3) Healey Foundation Updates – Tina
 - a. Overall Updates
 - i. Healey completed interviews with teacher, parent and student focus groups
 - ii. Healey also sent out parent surveys which were due Fri, 11/15/19.
 - iii. Mrs Avina advised that the candidate chosen for the Director of Advancement Position has been denied by Healey, who has final say. This position currently remains open.
 - iv. **Lissa Finne recommends contacting PRS (Public Research Society of America) for possible recruiting assistance.** <https://www.minnesotaprsa.org/>
 - b. Steps for creation of Board of Specified Jurisdiction
 - i. In addition to advisory, also part of decision making
 1. SAC previously served as advisory only. The new board will be active in decision making and include subcommittees
- 4) SAC Meeting Updates – Mrs. Avina
- 5) Meals for Parent/Teacher Conferences – Thurs, 12/05/19
 - a. Pot luck or order in?
 - i. **Meal set up should begin at 1:30pm**
 - ii. Meat for Philly Cheese Steak sandwiches - **Nikki Rodriguez**
 - iii. Onions & peppers - **Lissa Finne**
 - iv. Dessert – **Holly, Maricela**
 - v. Cheese - **TBD**

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- vi. Chips - **Carrie**
 - vii. Buns - **Jessie**
 - viii. Pop/Water – **PHT to provide – Carrie** to check how much was left from Turkey bingo
- 6) Christmas Caroling w/Mr Danaher
- a. Chair person needed - **Katie Lindenfelser? (Tina to confirm)**
 - b. Date/Time – reviewed some of the logistics of trying to coordinate – maybe consider families going to St Therese following Christmas Village program – **Mrs Avina to coordinate w/St Therese ASAP, once confirmed.**
- 7) PHT Sponsored events and fundraisers
- a. Catholic Schools Week 01/26-02/01/20
 - i. Student Served Mass – Sat, 01/25/20 – Father requests that we keep readings for the adult readers.
 - ii. Carrie will create/send sign up for ushers, greeters and gift bearers
 - iii. Chili Cook Off – Sat, 01/25/20 (tentative) – This will be a new fundraiser this year. Entry fee to participate as cook. Chili to be pre-made and brought in crock pots. ***Also suggested adding Mac N Chz to competition for kids.
 - iv. Donate items to raffle off?
 - v. Prizes for cook of winners?
 - 1. Planning Team
 - vi. School Dance – Fri, 01/31/20
 - 1. Dance Theme
 - 2. Chair person needed
 - b. Muffins w/mom – Date/Time – **Thurs, 05/07/20**
 - c. Donuts /dad – Date/Time – **Feb - TBD**
 - d. Grandparents Day – Date/Time
 - e. Art Club
 - f. Cooking Club (HyVee options)
 - g. 8th grade and kindergarten t-shirts - T-shirts can be done through Nicole Koshiol (Maria's niece) she owns Common Thread Custom Apparel. She did t-shirts last year for the 8th grade class
 - i. **Maria and Nikki** to work on 8th grade t-shirts – to be ordered ASAP so they can be worn on spirit wear days
 - ii. Kinder shirts to indicate class of “year they grad from SRS” - **Tina**
 - h. Organize Open Gym w/Mr J
 - i. Color Run
- 8) Open
- a. Discussed reimbursement process – Mrs Avina requests that all reimbursements be submitted at the same time, within 1 wk of the event.
 - i. Revisit purchasing Scrip Cards for event lead person to use vs having to use personal funds and waiting for reimbursement.
 - b. Per Mrs Avina, volunteer hour status will be sent out at end of 1st trimester.
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