



St. Emily School FSA Agenda – January 17, 2023

Attendees: Sue, Christina, Anna, Josie, Jen, Vic, Kelly, Lindsay, Janine, Angie, Nancy, Jessica, Lily, Josephine

Not in Attendance: Stephanie, Caitlin, Eva, Donna, Raquel, Ola

I. Call to Order (Jen K)

- Jen called the meeting to order @ 7:00pm

II. Prayer (Jen K)

III. Approval of 11/15 Minutes (Donna P)

- motioned by Angie, seconded by Lindsay

IV. Principal's Report (Ms. Booth)

- thank you for Christmas luncheon & christmas donation
- new playground almost complete / safety mulch not arrived yet
- school purchased 4 new interactive white boards
- design modern STEM classroom with donors
- need lunch volunteers - Lindsay will email room parents to put the call out

V. Pastor's Report (Fr. Presta)

- A. None

VI. Finance Report (Stephanie / Jen)

- A. December Starting Balance = \$19,836.86
- B. December Ending Balance = \$10,845.16 (after \$2500 restricted funds for Fun Fair)
 - Angie still needs to be reimbursed for Breakfast with Santa raffle baskets x2

VII. Updates

A. December Updates (Jen)

- Breakfast with Santa
 - event sold out (loss of \$359.84)
 - positives
 - local food vendor
 - student volunteers
 - areas for improvement
 - ordered too much food
 - not enough coffee for first seating
 - raise price (\$15 for everyone?) so we don't lose money on event
 - advertise restaurant on flyer
- Teacher Luncheon
 - Moretti's lunch / poinsettias on tables / desserts donated by Favia family
 - Total cost = \$434.49 (food, decorations, cards)
- Christmas Collection
 - 94 families contributed → collected \$4512
 - \$175 per faculty/staff member → FSA covered \$213

B. Dine and Shares (Vic)

- November: Chipotle
 - Sales = \$1,155.39 → Profit = \$385.13

- December: Portillo's
 - Sales = \$1,711 → Profit = \$342.18
 - January: Subway on Kensington - Thursday, January 19th, 11:00am-9:00pm
 - February: Buona Beef - teacher luncheon will also count towards dine and share total
 - May: McTeacher Night?
- C. Hot Lunch Program (Janine & Christina)
- Update on Second Semester
 - only 4 open Friday slots for the remainder of the year: March 3, April 14, May 12, and May 26

VIII. CSW Teacher Appreciation Day (Kelly & Caitlin)

- Thursday, February 2nd → Buona Beef
- Cupcakes + cookies from Central Continental Bakery
- Lou Malnatti's Pizza Certificates
 - Kelly created tag to attach to each certificate
- Decorate the lounge at 8:00am
 - volunteers = Kelly, Janine, Lily, Jen
 - Teacher Appreciation Week = May 8-12

IX. Fun Fair (Angie)

- Friday, February 3 - Welcome to the Circus
 - MC = DJ Dad (Brian Schoen)
- Games / Face Painter
 - Face Painter - certified and insured
- Duck Pull & Sucker Pull
 - Angie ordered new ducks
 - Angie purchased prizes
- Raffles
 - \$200 Hot Lunch Credits → Marla's Lunch
 - iPad (9th Generation) Wifi with USB-C to Lightning Cable & USB-C Power Adapter → Alden Management Service, Inc.
 - \$200 Amazon Gift Card → Center City Electric
 - Fujifilm Insta Max Mini 11 Camera with Fujifilm Instant Mini Film Bundle with Accessories (carrying case, selfit lens, photo album, stickers) → Pop RN, LLC.
 - 4 Foot Bear → Maurer Family
 - Ninetendo Switch with Neon Blue & Neon Red Joy-Con → Realnets
 - Craft/Game/Microphone Basket → Schoen & Associates Inc
 - Squirrel Picnic Table → Patel Brothers
 - ◆ \$2.00 per ticket
 - ◆ Janine will create tags for each raffle
- Mystery Raffle Baskets for Each Classroom (one boy / one girl)
 - price limit = \$20-\$25
 - ◆ \$2.00 per ticket
 - ◆ Janine will create tags for each raffle
 - ◆ PreK 3 & 4 = Vic
 - ◆ KG Letica = Janine
 - ◆ KG Tagbo = Lindsay
 - ◆ 1st Ewig = Nancy
 - ◆ 1st Modory = Josephine
 - ◆ 2nd Slivka = Jessica
 - ◆ 3rd Willing = Josie
 - ◆ 4th Brogmus = Anna

- ◆ 5th Buechele = Kelly
- ◆ 6th Grossmayer/Bieschke = Lily
- ◆ 7th Wittich = Josephine
- ◆ 7th Bergstrom = Stephanie
- ◆ 8th Kinasz = Sue
- ◆ baskets can be brought in from Monday, 1/30 - Thursday, 2/2 - put in conference room
- Sign-Up
 - 2 hour volunteer time slots (~15)
- Goodie Bag
 - each student receives bag with dress down pass
 - Culvers Mini Blizzards @ \$3.00 each (cookie dough, oreo, m&m)
 - ◆ popsicles as alternative
 - ◆ vanilla scoop for preschoolers @ \$2.00 each
- Schedule
 - 8:15 - 9:05 = KG
 - 9:15 - 10:00 = PreK3 & PreK4 (parent escorts)
 - 7th and 8th grade student escorts
 - 10:10 - 11:00 = 1st & 2nd
 - 11:10-12:00 = 7th & 8th
 - 12:00-12:30 = break (pizza and salad for volunteers)
 - 12:30-1:20 = 3rd & 4th
 - 1:30-2:20 5th & 6th
 - clean up
- Concessions
 - gatorade, water, pop, juice, chips, candy, skinny popcorn, cotton candy
 - gluten free options
 - use leftover concessions for Track-A-Thon

X. Book Fair (Anna)

- Friday, January 27 - Sunday, January 29
 - set-up = Thursday, 1/26
 - sign-up - change to one hour slots
 - preview day on Friday, 1/27, then in person selling date Sunday, 1/29
 - purchase table cloths for next year

XI. Open House (Jen)

- Sunday, January 29th, 10:30am-1:00pm
- FSA Table
 - Member at Table (half hour increments)
 - ◆ Angie will have sign-up for Fun Fair on table
 - ◆ Jen will order balloons
 - Super Bowl Squares
 - Advertisement
 - ◆ Nancy will update FSA board from last year (Lisa Geiger has board)

XII. Super Bowl Squares (Caitlin)

- price per square = \$30
- cash/check/Venmo → payouts = \$300 first, second, third quarters / \$600 final
- sell dates = 1/18 - 2/3 + Open House
 - extended selling date to 2/8
 - need to check Venmo payments more closely next year

XIII. Spring Fundraiser: Rite Bite (Jen)

- Sell: 2/22 - 3/10
- Orders Submitted (paper copies): 3/13
- Delivery: 3/22 @ 2:00pm / Pick Up in Hajdu Hall from 2:30-5:30pm
 - Christina will take over fundraiser

XIV. Daddy Daughter Dance (Josie)

- Friday, April 14th in Hajdu Hall
 - secured face painter + balloon artist
 - raffles - one for dads + one for girls
 - Agreed upon \$30.00 per dad
 - Save the Date wil come out on 2/1
 - Flyer will come out on 2/27
 - RSVPs due 3/17
 - Anyone know photographer (free!)
- **March Madness - Vic**
 - March 16th - Texas Roadhouse, 4:00-9:00pm
 - \$10 for 1 bracket / \$15 for 2 brackets / \$25 for 4 brackets
 - Payouts = \$300 for 1st place / \$150 for 2nd place / \$50 for 3rd place
- **Mother/Son Event - Nancy**
 - bowling
 - going to get pricing from Bowlero & River Rand
 - end of April (Sunday)

XV. Adjourn

- Next Meeting: Tuesday, February 21st at 7:00pm in Hajdu Hall
 - Jen adjourned at 8:43pm
- Closing Prayer: Glory Be (Jen)