

H.S.A. Meeting

September 8, 2008

Members in Attendance:

Pastor: absent

Principal: Betsy Hunt

President: absent

Vice President: Dan Clyne

Secretary: Lori Zuti

Treasurer: Cathy Romero

Past President: Linda Holyoak

Development/Admission Director: Kayla Smith

Teachers: absent

Room Reps:

Preschool 2's: absent

Preschool 3's: Kerry Hankins, Christine Boyle

Preschool 4's: Cammie Ezelle

Kindergarten – Dutton: Michelle Loffi

Kindergarten – Gobar: Angela Petrogeorge, Jennifer Cook

First Grade – Bonn: Amanda Spence

First Grade – McCarthy: Bonnie Kittrell

Second Grade – Weyher: Monica Frederick

Second Grade – Zuchetto: absent

Third Grade: Teresa Graham-Muffler

Fourth Grade: absent

Fifth Grade: Katrina Rougelot

Sixth Grade: Linda Holyoak

Seventh Grade: Bridget Romano

Eighth Grade: Lisa Schweitzer

Committee Members:

Art Festival – Lori Cook

Innisbrook – Jenny Maffuccio

Emergency – Chanteel Ballard

Other Attendees:

None

Opening - Linda Holyoak, HSA Past President, welcomed everyone. Betsy Hunt led everyone in the Opening Prayer. The minutes from last month's meeting were approved by Jenny Maffuccio and seconded by Angela Petrogeorge.

Emergency Preparedness Program – Linda explained that the HSA donated First Aide Kits to each of the classrooms as part of the Emergency Preparedness Program. This donation was made as a result of our successful fundraising efforts last year.

Chanteel Ballard, who is leading the Emergency Preparedness Committee, explained the progress they have made on the broader program. In addition to the First Aide Kits, each classroom also has 24 hour preparedness kits plus food and water storage. Emergency Backpacks, which are taken by each teacher when the classroom is evacuated, have also been restocked and supplied with new emergency guides books. The teachers also had a two hour training session last week provided by Larry Hinman.

Parents are reminded to send an individual, student emergency kit to school no later than September 18th. The contents of this kit were described at Back to School Night and Room Reps. should be contacted for details if families are unsure of what is required. The Emergency Preparedness Committee will inventory the classrooms for these kits after that date to ensure every student has an individual kit.

Principal's Report – Mrs. Hunt provided the following information:

Emergency Preparedness – Mrs. Hunt thanked Chanteel and Larry Hinman for the time and effort they have put into this project. The project began last winter and has required many hours of research and effort. She also indicated that teachers and students will be practicing emergency drills including fire drills, emergency lockdowns, and earthquake drills. This effort is not meant to frighten the children, but simply to practice what might be required. Please be aware of this if your children express concerns.

Visitor Policy – A new visitor policy will be implemented in the near future. Mrs. Hunt expressed concern that our current procedures are lacking and that we needed tighter controls on access to the building. This was illustrated in a recent incident when Mrs. Hunt came across a gentleman with a small child roaming the school looking for the office and information regarding preschools in the area. In the future, ALL visitors will be required to enter through the front door only (from Nevada Street). They will need to sign in at the office and will be given a name tag. If parents need to retrieve their children during the school day, they need to come to the office and office staff will retrieve their child from the classroom. Some accommodation will be made for accessing the preschool in the mornings.

The timing and details of this new procedure will be in an upcoming letter from Mrs. Hunt. Please know that while this change may be an inconvenience to parents, it is being made to ensure the safety of our children.

SAT Testing – Testing is going on all week. Teachers will do their best to do make-ups for absent children, but all testing must be completed this week.

Middle School Dance – The date of the upcoming dance on Sept. 19th might change due to the Juan Diego/Judge Football game.

Playground Duty – Rules/guidelines are now documented on paper and available when you check in for playground duty. The school is still in need of one additional playground monitor from 11:45 am – 12:50 pm Mon. – Thurs. This is a paid position. If you are interested please contact Kim in the school office at 486-3199.

Grandparents Brunch – The brunch will be held October 1st. This annual event brings friends and relatives into the school to help them better understand the school and opportunities to volunteer. If you have anybody that you would like to add to the invitation list, please email kaylasmith@cosgriff.org.

Computer Lab – While the Library is now up and running, the Computer Lab is targeted for completion at the end of October. Our computer teacher is busy preparing lesson plans for when the lab becomes available. No grades will be posted for this quarter.

Parking Lot – Mrs. Hunt expressed concern that some parents were parking across from the school and crossing both lanes of traffic on 2300 East to walk their child into the school parking lot. Please DO NOT park and cross 2300 East on foot. It is *very* dangerous.

Also, parents need to know that it is **Right Turn Only** when exiting the school during drop off and pick up. The sign we had last year was accidentally destroyed by a snowplow and will be replaced shortly.

Parents made the following suggestions during the meeting to help expedite the flow:

- When arriving at the school, pull all the way to end of the drop off lane closest to the Vaughan Center. This allows more cars to drop off simultaneously.
- Create a Pedestrian Lane. The flow of traffic in front of the school is constantly being interrupted by parents crossing the drop off lane in front of the school with their children (or worse yet, children darting across the drop off lane). Students walking up to the school from the parking lot should first cross over to the Vaughan Center (or the Church Entrances) before walking up to the school.
- If a parent needs to get out of their car to un-strap a child from a car seat, they should probably park the car and walk the child up to the school.

Innisbrook – Jenny received a check for \$60.10 from Innisbrook for online sales over the summer. She indicated that approximately \$2,000 had already been recorded in the online “easy entry” order system. If parents have difficulty using the online entry system, please contact Jenny, or simply fill out the paper form and she’ll enter it for you. She also encouraged students to bring in the blue form after they had sold 15 items so they can receive their free monkey. If each child sells \$75 in merchandise, we’ll meet our goal for this year.

Art Festival – Lori Cook indicated that Art Festival is Saturday, October 11th. The Festival has been running for 18 years now and this year promises to be just as successful. While there are many new artists this year, the committee is still looking for additional artists. If you know of someone who would like to participate, please contact Erin Bonk at erinbonk@yahoo.com.

The event costs \$25/person and Lugano's will be providing food that evening. The Arts Festival will be open Sunday after Masses and that part of the event is free. New families to the school receive one free ticket to the event. These families simply need to provide their name at the door to get their one free entrance.

A Volunteer Form for the event will come home in the Homework folder. We need lots of volunteers to run this event. Please contact Lori or Erin if you have questions.

Children's Art Showcase – Each child in the school or parish can submit one piece of artwork on Wednesday, Oct. 8th. Like last year, all submitted artwork will be on display at the Arts Festival. Each Cosgriff class also tours the artwork display at some point on Thursday or Friday. This artwork is not for sale at the Art Festival.

School Directory – Given that the school calendar and the school handbook are now available on the Cosgriff web site, the school directory format will change. The directory will now be a simple listing of names, addresses and phone numbers which Kayla Smith will prepare and distribute shortly. If you are interested in the email address for a family, please contact the family directly via phone (or in some cases, room reps. have received permission to distribute email addresses).

Room Rep. News and Reports – The 7th grade is sponsoring the faculty lunch on Sept. 19th and will let us know their "theme" so subsequent classes can prepare different kinds of food. The 6th grade has the October lunch on October 17th. Classes have playground duty the same month they sponsor the faculty lunch.

Teacher Reports – No teacher was in attendance at this meeting. Mrs. Hunt will try to ensure a teacher attends each subsequent meeting.

HSA Positions – The HSA stills needs a chairperson for the TGIF Committee and the St. Patrick's Day Committee. Chanteel Ballard will assist the new TGIF Chair with her past experience on the committee. The primary responsibility for the St. Patrick's Day Chairperson is to organized the decorating event the evening prior to the parade. Please contact Barb Schmielt if you (or someone you know!) would like to volunteer.

Fundraising Opportunities – The school is still collecting Campbell soup labels, Box Tops, and Milk Caps. Please send them with your child in a ziplock bag and Maggie Kearns will turn them into playground equipment and other items for the school. Be sure to link your Smith's Fresh Value Card and Albertson's card to Cosgriff school and a percentage of your purchase will go directly to the school. You must re-link your Smith's card each year (you only need to link Albertson's once). Kayla Smith will send home a packet of information that will include

information about how to make these links and other “free money” opportunities for the school. Please look for this information and take these easy steps to earn money for the school.

Parish Photo Directory - St. Ambrose is preparing another Photo Directory for the entire St. Ambrose/Cosgriff community. Fr. Bill hopes to have all Cosgriff families, whether they are parishioners or not, be part of the directory. When you have your picture taken for the directory, you will be given a free 8”x10” photo, and the opportunity to purchase additional photographs.

Volunteers will schedule appointments during all masses next weekend or you can call the rectory office to schedule. The photos will be taken downstairs in the Social Hall from Sept. 22 through Oct. 4. Time slots are weekdays, 5:15 to 7:30 pm, and 7:15 to 9:30 pm; and Saturdays, 10:00 – 12:30, 12:15 – 2:30 pm, and 2:15 – 4:30 pm. Sessions begin Monday, September 22, and run through Saturday, October 4, except Sundays.

If you are interesting in volunteering to help with these photo sessions, please contact Carolyn Hulbert at 485-9324 during weekdays, or by email volcor@xmission.com .

Announcements/Upcoming Events –

- Picture Day – Sept. 15th (free dress, no jeans)
- No School – Monday, Sept. 22nd (The school calendar changed between the end of last year and the start of school this year. Please review the school calendar on the web site for holidays and days off of school. Some of these dates have changed.)
- All School Mass – Wednesday, Sept. 24th (dress uniform)
- Children’s Choir Mass – Sunday, Sept. 28th (10 am call time for 4th, 5th, & 6th grades)
- Leveled Readers Organization – Mrs. Austin needs help organizing the leveled readers. Parents can email her at austin@cosgriff.org if they can provide assistance.

The meeting was adjourned at approximately 7:55 pm. The next meeting is Monday, October 6, 2008 at 7 pm in the Vaughan Center.

Prepared by Lori Zuti, HSA Secretary