

Holy Spirit PTC Meeting Minutes

December 7, 2022

The mission of the Holy Spirit Catholic School PTC is to support the school in providing a welcoming environment where students live the Gospel message, exhibit high academic achievement, and provide service to the community.

In attendance: Sarah Delilo, Brian Hinz, Andrea Gumm, Kandy Whited, Tenille Miner, Faith Wilhelmi (via phone), Felicia Johnston, Angel Bertin, Brooke Coleman, Holly Annen, Kimberly Rendon, Karianne Earnest

1. Call to Order – Kimberly - 6:36pm
2. Opening Prayer – Karianne
3. Principal's Update–I-Station, Revision/Review of School Mission Statement
 - a. School has purchased the program I-Station - Teachers have completed training.
 - i. Research shows time spent on I-Station has increased map testing scores.
 - ii. Used for Reading and Math instruction K-5
 - iii. More licenses being purchased for grades 6-8
 - b. Revision of Mission Statement under way with accreditation drawing closer
 - i. 3 possible choices given out for review - returned sheets with circled preference
 - c. Pajama Drive being promoted via social media and radio spots
 - d. Field trip to sing carols at an Assisted Living home last week went well
 - e. Marketing - the school will be utilizing a billboard on Poleline & Alameda
4. Treasurer's Report – Angel Bertin
 - a. Reimbursements
 - i. Swore Farms for \$230 K-2 Field Trip
 - ii. Back to School \$46.64
 - iii. September Celebration \$33.45
 - iv. 5th grade supplies
 - v. Teachers to be given a letter with tax exempt ID for purchases made and educated as to what supplies the school orders/supplies
 - b. Zoom meeting to be scheduled to review/finalize budget
 - i. Move to approve:
 1. Teacher appreciation \$1000
 2. Event Support \$500
 3. Field Day \$310
5. PTC Restaurant Fundraisers – Felicia Johnson
 - a. scheduled restaurants - January 6th. Nationwide order online or delivery 28% kickback No set time frame since it is online. Flyers will go home in the Wednesday folder and a link will be sent to FB page.
 - b. Christmas shopping fundraiser: Profit for school \$360.40
Online sales: \$831, Donations: 40, 8 sellers
 - c. Need to look at timing of fund raisers, November was busy with Turkey Trot, Food Drive, and wreaths

6. Upcoming Events

- a. PJ Drive - Christmas Caroling Drive By - Dec 9
 - i. Pajamas go to foster kids in SE Idaho
 - ii. Distributed by an agency in Blackfoot
 - iii. Goal of 300 pairs of pajamas
 - iv. The Mayor of Chubbuck will be attending
 - v. Hot chocolate to be passed out by volunteers donated by Felicia Johnston & Kimberly Rendon
 - b. Christmas Concert - December 15
 - i. Poinsettias will be given to music teacher and accompanist
 - c. Class Christmas Parties, Last Day of School - December 16
 - d. HSCS Sponsored Coffee Hour - December 18
 - i. Discussion on the “why” it is important to participate in the Coffee Hour
 - ii. Andrea Gumm will draft a letter regarding the importance for next week’s red folder.
 - e. Auction - February 11
 - f. Catholic Schools Week Jan 30-Feb 3, 2023
 - i. We would like to tie in School sponsored mass - need to check if we can switch weeks for coffee hour/mass.
7. HSCS Auction - Feb 11 - Looking for committee chairpersons
- a. Boots & Bowties -
 - b. Class basket themes due December 16 - email sent to ambassadors
 - c. Basket items due Jan 23
 - d. Bottomless Beer mug and Wine glasses - \$25.00 -
 - i. 50 of each to be etched with Sheriff star with HSCS 2023 inside (picture shown to group) - sample will be brought to next meeting
 - e. 1st meeting in January will be held with sign-up sheets for committees, clean up, decorations etc.
 - i. Information & forms for solicitation
 - ii. Access to spreadsheet
 - iii. Follow-up email with “why” language
8. Coffee Hour for December 18 -3rd & 4th grade parents will be asked to contribute - all contributions welcomed. - Sign-up genius sent to parents, email from ambassador to follow with follow up “Reminds”
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| 12/18 | 3rd/4th Grades |
| 1/15 | Middle School |
| 2/19 | 5th Grade |
| 3/19 | PreSchool |
| 4/16 | Lower Grades (K-4) |
| 5/21 | Upper Grades (5-8) |
9.][]Closing Prayer