



2017-2018  
Home & School Board MINUTES  
August 29, 2017  
8:00 a.m. - 9:00 a.m.

**Donalyn Kent called the H&S Meeting to order at 8:05 a.m.**

**Attendance:** Jean Barnes, Elaine Shott, Maria Johnson, Kathy Blanchard, Donalyn Kent, Sylvia Fernandez, Lisa Renhack, Tammy Havey, Dana Martin, Peg Haslah, Julie Stein, Lissie Hurst, Nancy Hennessy, Eliza Barnes, William Manubag, Jackie Rodriquez

Opening Prayer lead by Ms. Barnes.

• **Old Business:**

- President's Report - Donalyn complimented the staff on the success of the new building and the outcome of the blessing ceremony. She continued by thanking the board members for the overwhelming support and success of the H&S Board and has far it's come in such a short time. The MSS volunteer membership continues to grow daily.
- Website Calendar has been populated with all the 2017-2018 events, with the exception of the Teacher Breakfast (see notes below). Any new events should be sent to Ms. Shott ([ap@morningstar-jax.org](mailto:ap@morningstar-jax.org)) and Kathy Blanchard ([tech@morningstar-jax.org](mailto:tech@morningstar-jax.org)).
- H&S Board Positions Needed:
  - HRP's: Primary 1, JH 1, JH 2, JH 3, JH 4 – Lissie Hurst will be communicating this week to with those class parents to continue filling the positions.
  - Cough Dough Chairperson (collecting orders / distribution day) – Still Open; Sylvia Fernandez offered to help if no one comes forward.
  - Signupgenius.com Chairperson - In the interim, Nancy has volunteered.
  - Social Media Support – Interested volunteers should call Maria Johnson directly to discuss this role further.
  - Christmas Musical Dinner (Family/Restaurant Sponsor) – This event has been changed to a SPRING musical and possible dinner. The date is TBD.
  - Santa's Workshop – This event is on hold. The group suggested an alternate holiday celebration for the children. Admin will work on the planning some other events during the month of December.
- Fall Festival (Oct 27) – William Manubag has volunteered to chair the event with assisting Coach Bryan on the layout and items/equipment needed. Nancy Hennessy will be gathering the information needed for donated items (trinkets, candy, baked goods, etc.) to be listed as well as the volunteer positions needed (cake boxes, table booths, set-up and clean-up, etc.) on Signupgenius.com. A co-chair is still needed for communication and group coordination during the event.
- Amazon Smile/Script Gift Cards – Kristin Berengolts was not able to attend, but has worked with Maria over the last several weeks. Updated flyers and bulletins have been available on the newsletters and website. They plan to meet again regarding Script and will have an update at the next H&S meeting.
- Box Tops – Jackie Rodriquez gave an update on how the process is going; strongly suggested using the zip-lock bags versus the cut & paste sheets for time-management purposes, expired clippings are still a big problem. Donalyn suggested adding something to the blurb on the newsletters about the importance of expiration dates and that the cut Box Tops must show the expiration dates. Sylvia suggested making it more interactive for the kids by having a Box Top challenge/reward program. The currently in place quarterly incentive program was discussed and ways to enhance it. If Box Top collection boxes were in each classroom, students would be able to “see” their class’ contribution and be more challenged to “fill it up.” Also, the website link via the newsletter needs to be promoted for the sponsoring vendors/products.



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- Can Caps Fundraiser - The same visual idea for an in class collection container was suggested (example: piggy banks designed like a large clear plastic coke bottle or a tall colored crayon) for kids to dump their caps and possibly have “grade-related” challenges.
- Yankee Candle (Oct 23-Nov 6) – No update available, will be at next H&S meeting.
- Spirit Night (Harpoon Louie’s Aug 31 & Feb 1) – Angie Russell not able to attend. Donalyn congratulated the success of getting us on their calendar not once, but twice and suggested that HRP’s reach out to their parents to encourage communications regarding dinner times, so parents and peers will have a chance to hang-out.
- Batt Bowl – Ms. Shott will get with Angie Russell to discuss coordinating another event, TBD.
- MSS Spirit Store – Angela Carter not able to attend. Maria will work with her on an update for this program which will be at the next H&S meeting.
- Communication – Group discussion regarding interactive ways to improve relations and communications between teachers and parents. Maria explained the various options available: the use of Renweb and the website home page’s “Submit a Story!” and how that works in conjunction with the newsletter. Also, Ms. Blanchard suggested adding a “Suggestion Section” contact to the end of the newsletter for just that— ideas, comments, suggestions. Sylvia shared a sample pdf regarding ‘ADHD and your child’s preferences’ (a communication tool for teachers) for enhanced relations. To learn more or to download a free toolkit visit: <https://www.additudemag.com/adhd-school-checklists-forms-letters/>.
- **New Business:**
  - Breakfast for Teachers (1st Wednesday/month) – Nancy Hennessey gave tentative dates and who each month will honor. See dates on website calendar by week’s end. She will continue to use the Signupgenius.com for events and commented on how wonderful that has worked.
  - Teachers’ “Favorite Things Forms” were sent out and are currently being collected. Donalyn and Lissie have been working on this and the HRP’s should be in receipt of their copies by week’s end.
  - Good Food Habits (Vending Machine) – Sylvia suggested updating some the products offered in the vending machine to more healthy choice for kids. The Coke-Cola company supplies the products. Sylvia plans to meet with Admin to learn more options (update to follow at next H&S meeting).
  - Book Fairs – In light of Mrs. Barr’s absence, two new teachers will be coordinating the events. Nancy has volunteered to gather info and set up Signupgenius.com for volunteers needed.
  - Vision Screening (Sept 6<sup>th</sup> 8:30-11:00) – Sylvia and William will assist.

A special note to all the meeting attendees: Our group continues to grow. It’s very rewarding to have so much participation. We understand some members will be late and others will need to leave early. We truly appreciate your support wholeheartedly. Thank you!

The next H&S Board meeting is scheduled for 8:00 a.m. on September 26. Hope to see you there. And remember, MSS volunteers help make Morning Star School shine even brighter!