



**MSS Home & School Board  
Meeting Minutes  
November 22, 2016**

**Donalyn Kent called the H&S Meeting to order at 7:59 a.m.**

**Attendance:**

Maria Johnson, Donalyn Kent, Nancy Hennesy, JR Morgan, Tammy Havey, and Jackie Rodriguez

**AGENDA**

- Opening prayer by Nancy Hennesy
- The agenda for the meeting was distributed to the members.

**President's Report:**

- Donalyn reported on the Home Room Parent/Teacher meeting (11/17) – All teachers were present and 8 out of 15 HRP's were in attendance. Ms. Shott headed the meeting and distributed the HRP Introduction letter with an explanation of the guidelines. "Teachers Favorite Things" form was distributed to all teachers and asked them to complete and return to Sister for collection. Ms. Shott, Nancy Hennesy and Maria Johnson will be meeting separately to discuss how to communicate this info to all the parents for each teacher's class via their HRP for not only Teacher's Appreciation Week, but for teacher appreciation throughout the school year (holidays, birthdays, etc.). Donalyn added notes on how important communication is between the parents and teachers; and why the HRP/Teacher program is for the teachers to take advantage of having that assistance. Other areas discussed were the various tools the HRP's can use to communicate to the other parents, Ms. Shott will be preparing a list for each HRP with the necessary information (each classrooms' parent's name and contact info). Maria added "Submit a Story" featured tool on our website and that HRP's should be introduced and encouraged to use this tool for items not only for the newsletter, but the MSS Facebook page as well. Most parents and even the teachers don't even know this tool is available and how easy it is to use.

**Business:**

- Maria Johnson opened the meeting with various updates.
  - Capital Campaign: The 100% family participation efforts are moving in the right direction. The mandatory parent meeting went really well, very impressive turnout and show of support.
  - Golf Tournament was a huge success; record number of participants. MSS raised \$12,000. The most successful tournament, yet!
  - Signup.com – Maria has a meeting scheduled with Ms. Tappe to take over the Signup account for managing all the calendar events.



- Groundbreaking Ceremony is all set. Brochure-style invitations were distributed to all MSS parents, honored guests, and contributors. Invitation RSVP's has been very good. The idea for small shovels for all the younger students didn't work out; however, the 9<sup>th</sup> graders (appropriately) will be participating in the groundbreaking ritual. Bishop Felipe J. Estevez will be conducting the blessings. The program guides, audio, music assembly and media have all been established. Parent attendance is strongly encouraged.
- Scrip Program: Need to follow-up again with two volunteers for this program and determine the status on "Scrip Booths" (table set-up with pre-ordered gift cards available for purchase on-site at various events, i.e., Christmas Dinner/Musical, etc.). Jr. Morgan and Maria offered to follow-up with both volunteers. Maria added notes about the continual ad on the newsletter.
- Amazon Smile: Need to ask chairperson how to access reports on fundraising monies earned. So, this information can be shared via our newsletter.
- Home & School Board positions filled this meeting: Secretary – Tammy Havey; Vice-President – JR Morgan. Thank you!
- Christmas Dinner/Musical & Silent Auction – everything is ready to go. Maria will be following up with Ms. Dodge for any last minutes items needed or volunteer positions.
- Winter Dance: - Student Council coordinates the event. Normally, parents are not involved (setting up, chaperoning, cleaning up), other than donating items (decorations, food, drinks), as needed. Group discussed ideas and ways - parents can start being more involved such as making the dance events more grand for the students; enhanced photo wall, additional perks (party favors), etc. Maria plans to get with Student Council to discuss ideas further.
- Social Gatherings: Considering MSS and Christ the King's close relationship and that MSS students are offered to attend certain social events (dances, etc.), the board felt these events would enhance students' social skills with exposure to various social settings, especially for junior high students. However, communication from CTK has been scarce. Most times, students and families aren't aware of the events and later find out after the fact. The group suggested brainstorming ideas on how to provide parents with this information. More communication between the schools is definitely needed.

**Next Meeting will be held January 24, 2016 at 8:00 a.m. in Maria Johnson's office at MSS. There will be no December meeting. Have a safe and blessed Holiday Season.**

The meeting was adjourned at 9:10 a.m.