



**MSS Home & School Board  
Meeting Minutes  
September 27, 2016**

**Donalyn Kent called the H&S Meeting to order at 8:02 a.m.**

**Attendance:**

Jean Barnes, Elaine Shott, Maria Johnson, Donalyn Kent, Lisa Renhack, Christine Schmitt, Amy Krewson

**AGENDA**

- Opening prayer by Mrs. Jean Barnes
- The agenda for the meeting was distributed to the members.
- Introductions all.

**President's Report:**

- Donalyn gave thanks to Maria for all her hard work on the new and improved MSS website and the interactive calendar, as well as the new emailed Monday Newsletters and it's layout and accessibility with all the various links throughout. Maria added comments regarding our email membership and that only 48% are opening the emails. Our effort now is to educate the parents/guardians to make opening and skimming through them a weekly habit or at least let them know to refer to the MSS website for archive copies or anything school related.

**Old Business:**

- Jean and Elaine discussed the Capital Campaign efforts and the current status for pledges. A more thorough explanation of the campaign was described. Marketing materials for the campaign were distributed to attendees with suggestions on how to approach potential donors/contributors.
- Maria gave a brief update on the status of MSS Social Media (Facebook, Twitter) – Jennifer Redmon will continue to work on them going forward.
- MSS will be using "Sign-up.com" versus "Sign-up Genius" for interacting all events with our calendar. Maria plans to call Angela Russell and discuss further. Fall Festival will be added as quickly as possible (listing booths, candy and trinkets, cake walk items, etc.).
- No official report on the Book Fair. However, there were volunteers signing up directly with Mrs. Barr to assist.
- Donalyn went through the H&S roster, line by line, and briefly mentioned positions still available as well as an account on all filled positions. Homeroom Parent volunteers were slowly coming in, but there is progress. Each week after the Monday Newsletter, Donalyn receives at 1-2 emails with new volunteer recruits, of which she has updated accordingly and corresponded to each, as necessary. Spirit Night was updated to "Harpoon Louie's" for the MSS restaurant fundraiser (10% of ALL sales), not scheduled to start until November. A suggestion was made to enlist the help of the 9<sup>th</sup> graders at the Fall Festival booths and a chairperson is still needed ASAP.



- Lisa Renhack volunteered to be the H&S Treasurer. Maria asked to meet separately and discuss further.
- Discussions were held regarding the Golf Tournament and getting set-up volunteers as well as increasing participate/sponsor registers. The new brochures were in print and plans for distribution were forthcoming.

**New Business:**

- Donalyn mentioned two other fundraisers not on the roster that needs volunteers: Poinsettia Sales (Contact: Mrs. Greer – on sale November 15th) and Candy Grams. Maria plans to add to the Monday Newsletter.
- Christmas Dinner (December 14, night of the Musical), Mrs. Tappe has been working with Mr. Maroney. However, we need a sign-up for desserts (no more than six and a specific list).
- Meeting attendees agreed not to have a Santa's Workshop this year due to various reasons.

**Next Meeting will be held October 25, 2016 at 8:00 a.m. in Maria Johnson's office at MSS.**

The meeting was adjourned at 9:08 a.m.