

St. Martin Catholic Parish School

HOME & SCHOOL MEETING

June 7, 2020

The minutes from the April 24, 2020, meeting is available on the school's website.

2020-2021 Officers Present:

Daniel Toosley – President

Lee Holt – Vice President

Krystal Jacobs – Treasurer

Secretary – Darcy Bybee

Others Present:

Jenny Patterson – 2019-2020 School Year President

Dawn Holt – 2019-2020 School Year Treasurer

Julie Clingman – Principal

Agenda:

Mrs. Clingman began the meeting with prayer. Mrs. Patterson noted the main agenda items for the meeting—continuing discussions from the April 24 meeting regarding Home & School Budget, teacher allowances, etc., discussing upcoming events such as the UTV raffle and the “School Year Blastoff,” and the upcoming “Fish Fry in July.”

1. Home & School Budget:

- a. As discussed at the April 24 meeting, Mrs. Clingman suggested we continue to keep around \$15,000-20,000 in our account, as reserve funds in the event of an emergency. Mrs. Clingman brought copies of the revised 2020-2021 School Budget and discussed changes made due to decreased donations in the last few months. She noted several places where Home and School funds could help, such as lunches during professional development events, upgrades/digital Superkids resources, and an add-on for Google Classroom. Officers discussed that, in the past, Home and School donated a set amount of money to the church and school based on a list of needs. Mrs. Clingman and officers discussed that by changing how we send money to the school; we can increase transparency for operations. Mrs. Clingman stated that the school will pay for necessities and send Home and School a statement for the items. She expects approximately \$20,000 in expenses for reimbursement from Home and School. The group discussed that each year, Home and School will discuss the upcoming budget and account balances to be as transparent with the funds as possible. Mrs. Clingman plans to present the updated budget at the September/October 2020 Home and School Meeting—with updates given at each meeting (what was spent, where Home and School has assisted) so that families can see where their money is able to help the church and school.
  - i. Officers discussed a need to reach out to Andrea Fender to discuss the FACTs system to understand how and when families' payments are transferred to the Home and School fund. Mrs. Holt noted that a few Goblin 5K payments were recently received although the event was over 7 months ago.
  - ii. Officers discussed that typical balances in the past for the Home and School fund averaged around \$14-15,000, and Home and School typically sent \$15,000 to school and \$10,000 to the church to offset church funds used for the school. Treasurer Krystal Jacobs noted that the Home and School account currently holds the UTV raffle money, however, after paying that out and allocating approximately \$20,000 to the school, the account will have an approximate balance of \$18,000. That money will be ready for events as the school year starts, such as the School Year Blast-Off.

- b. Teacher Allowance: As discussed at the April 24 meeting, Mrs. Clingman suggested an allowance be given to teachers and staff at the start of the school year to help cover classroom costs and/or wish lists. The officers voted in favor of this at the meeting, however had not set a dollar amount. Mrs. Clingman reported that after checking in with other schools, \$150/teacher and perhaps \$75/staff is appropriate—an estimated \$3,000 which will be a portion of the \$20,000 total from Home and School this school year. Mrs. Clingman will send a list of names to Dawn Holt. Mrs. Clingman discussed that the teachers/staff will receive the allowance (via check or scrip, to be determined) and at the end of the year will submit receipts to her.
2. School Year Blastoff: As discussed at the April 24 meeting, rather than a “Summer Blastoff,” we will hold a “School Year Blastoff” in conjunction with the open house. Tentative date was previously set for August 17, however, consideration is being made to moving it to Sunday, August 16 to be easier on families and give more opportunity for the day to be spread out if needed to handle the large group. Mrs. Clingman will consult with Father Doke about potentially having a school family Mass, as well. As noted at the previous meeting, this will be combined with the open house where parents and students bring school supplies to their classrooms, along with food, bounce houses and games. While the games will be scaled back this year, students will still receive a spirit shirt as in previous years. More information will be given as plans are finalized.
3. Dedicated Internet Line: Mrs. Clingman discussed the progress to bring a fiber optic line to the church and school. She noted that Father Jones will be sending an email requesting volunteers to help with construction so that the materials are the only cost.
4. UTV Raffle Fundraiser: The raffle will be held at the Fish Fry in July on Sunday, July 12, 2020. It’s not too late to reach our goal of selling at least 601 tickets. So far, 315 tickets have been billed and/or paid for. There are still tickets out that need to be sold or returned. If families need to return raffle tickets or pick up more, they may do that during the day at the rectory. If families need an evening time, they should contact Mrs. Clingman. Families who sell ten raffle tickets will earn \$50 in Scrip. Mr. Toosley suggested that sending out reminders via text would help get the remaining tickets sold. Mrs. Clingman said that Andrea Fender can send out text reminders via the FACTS system.
5. Fish Fry in July: Mr. Toosley has attended meetings representing Home and School. The Fish Fry is planned to be run the way that the second fish fry had been planned earlier this year—a condensed, carry out event only. Mr. Toosley reported that the Parish Council and Picnic Committee have a set of volunteers for all the needed Fish Fry committee chairs, and the Home and School Association will be the overall chair for the event. Additional details are being finalized and Mr. Toosley will report back to the Home and School with updates. Mr. Toosley requested the Home and School members to review their calendars for availability the day of the event and the week leading up to it. Mrs. Patterson will check with the UTV vendor to see about having the UTV at the Fish Fry to help encourage ticket purchases. A Facebook Live drawing was discussed. Mrs. Clingman and Mr. Toosley will look into options to accept credit card payments at the event—both for meals and for raffle tickets.
6. Home & School Association Meeting – next meeting, TBD

Respectfully Submitted,

Darcy Bybee  
Home and School Secretary