

November 19, 2025

H&S MEETING AGENDA

MEETING START TIME: 6:35PM

Erin Mokrohisky, Margaret Dorsey, Mary Ann Popalisky, Becca Zolper, Alexa Thiet, Constance Metscher, Sarah Cliff, Claire Woodall-Vogt, Catherine Troncone, Cory Wycklendt, Chris Stefaniak, Sarah Pandl, Maggie Zencke

OPENING PRAYER

MAGGIE ZENCKE

- Need volunteers for reception after mass
 - o Need to be more organized with the volunteers
 - o 9:30-11:30
 - o Kindergarten presentation at 10:30
 - o Volunteers for tours, oversee kinder area, kids to be the greeters
- It is too hectic to host the new families after mass with the Catholic Schools Week reception, but it is nice for the new families to see others at the school.
- Need a more organized tour
 - o Like the tours to be with a parent and a student
- Separate hospitality for new families with mimosas & complimentary auction tickets
 - o Have an 'upcoming events' flyer for new parents
- Have raffle tickets available at the reception

PRINCIPAL'S REPORT – CHRIS STEFANIAK

- Vocation stations – Need to get the word out

ADVANCEMENT/DEVELOPMENT – SARAH PANDL

Development/Advancement updates/questions

Pushpay and One Cause

- Trivia night will be the first form in this
- Ski club – can have document to download if needed in this software
- Sarah & Meg learning Pushpay
- Would it be helpful to have a position on H&S that learns the software and then can help chairs with it

Contracts

- All contracts need to be signed by Father Enrique on behalf of the parish
 - o Needs to go through Sarah Pandl who will bring it to Father Enrique
- Chairs meet with President, Treasurer & Sarah Pandl

MAIN AGENDA ITEMS

Approve Meeting Minutes from October - approved

SAC Report (also report out on Section H)

- Athletics
 - o Concession stand went well for volleyball
- Musical
 - o Should it be like concessions where you get assigned a time and then need to find a sub??
 - Our feedback is that it wouldn't be a good idea
 - Needs to be a re-structuring in general from the top. Chris Stefaniak will help.
 - Could practice start at 5pm? Kids can go home, do homework, have a snack and then parents are off work and more available to volunteer.
- Auction
 - o St. Monica's are having their auction at Bavarian this year and saving money.
- Red Envelope
 - o Reminder message on Monday before Thanksgiving
 - o Hand out flyers before Thanksgiving break
- Update on the broiler
 - o Still figuring it out. Right now it is too hot.
- Mrs. Powers going on maternity leave in the spring, need a sub still.
- Concerns over the math tracking in 7th grade
- Paddle Raise – is there a goal
 - o Can we put different benchmarks but no define goal
 - This could be hard if aren't targeting something specific with where the money is going.
 - o Need to ask athletics how much they are contacting toward the paddle raise.

Treasurer Report

Audit Requirements per the Archdiocese

Banking Location

- o Need to move to Town Bank so the same as the parish

Check Signing

- o Need 2 signers – 1 will be Father Enrique, 1 will be someone else
- o We will not have debit cards through the account
 - Looking into a credit card
 - They want to be able to approve payments

Amazon business account through school/parish for events

- o Need to figure out how to give certain people access to order things vs. people ordering and submitting a reimbursement request

Contracts requiring signature by Father (see Section D) – see above

Auction Update

Catering/AV/entertainment contracts underway

- o Tall guy & a girl is the caterer – donating tickets to an event
 - Sit down, plated dinner
- o Working with Events by Design – getting a non profit discount

Volunteers needed

- o Need a volunteer to manage golden ticket or raffle ticket
- o Need marketing? Can remove that slot
- Setting up OneCause is taking a little more time for the auction
 - o Need to get sponsorship out by 1st week in December
 - o Ticket price will be \$150/person, actual cost is \$138/person
 - Cocktail attire
 - Under 300 people
- Contracts need to be signed by Fr. Enrique

Red Envelope – see above

- Deadline is 12/5, need final reminders
- Goal amount (\$24, 000 raised last year)
- 58 families have given so far at \$10,360
- Circulate list of families that have already given? Option to email treasurer for record of giving if people have forgotten

Volunteers Update

- Volunteer of the month is a hit!!
- Google doc for people to self report volunteer hours*
 - o Need a way to get more volunteers in general
 - How do we get more, new volunteers vs. the same people volunteering

Talent survey*

Social

8th Grade Graduation weekend ceremony or banquet vs traditional Tuesday evening – 8th grade families

- o Can we move it to a Saturday or Sunday?
 - Tuesdays can be hard for families who work, with other siblings, grandparents driving in
 - Would be harder for teachers to attend on a weekend

Miscellaneous

- Health/Reproductive course split by gender, 6th grade and potential for other grades
- Jenny Moralez is tentatively scheduled in January to do this with 4th grade girls
 - o Need to schedule for 6th grade girls since they didn't do it
- Need a male doctor to do this for the boys

Catholic Schools Week

- Chucky Cheese was a hit
- Need a trainee backup