



# Meeting Minutes

## Holy Trinity Parents' Club Meeting Agenda

**Date:** Nov. 5, 2015

**Location:** Holy Trinity Elementary

**Meeting Called To Order By:** Emily Mersmann

**Time:** 7:00pm



### **Attendance:** 20

All board members were in attendance.

Christy Daly, Valerie Sparks-Ross, Danielle Rawe, Levi Daly, Betsy Miglio, Bonnie Louis, Abigail Kessinger, Nancy Deaton, Jason McGlone, Amanda Swope, John Matthews, Kim Lawler, Joann Vickers, Kim McCarty, Sharon Eisner

**Student of Month:** K – Maeve McGlone, 1<sup>st</sup> – Cadence, 2<sup>nd</sup> – Aiden, 3<sup>rd</sup> – Courtney Collins, 4<sup>th</sup> – Trey, 5<sup>th</sup> – Elijah Morgan, 6<sup>th</sup> – Luke Hopkins, 7<sup>th</sup> – Marleigh Lawler, 8<sup>th</sup> – Tommy Guthridge. *See Attachment*



**Minutes:** Minutes of 10/1/15 meeting read and accepted



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**Catholic Order of Foresters** – An agent from the COF came to speak with the members about getting involved and signing their children up for the COF. The agent explained the activities that the children will be involved in and the life insurance plan that is included. It's a \$25 annual fee to open and/or maintain the policy. Kim Lawler explained that the children typically meet 1-2 times per month, on Thursday, after-school. The children have a snack, make crafts, play games, etc. The COF also organize service projects. Currently, the COF have organized a hand-warmer drive and a candy drive for those in need. Kim also invited the parents to become COF members, as well. Once the children are signed up, it may take up to 6 weeks for the child to be approved to attend COF activities.

### **Officers' Reports**

**President:** Emily Mersmann: Emily read aloud a "thank you" card from Maisy Miglio for the scholarship she received from the Parents' Club. An announced was made about the plans for serving donuts, coffee, and juice to our local veterans, on November 11<sup>th</sup>. Emily reported that Trunk or Treat went well. The rain forced the event indoors, but those who attended had a good time. Emily announced that Kim Lawler has extra yearbooks for sale for \$15.

**Treasurer:** Jill McGlone: The Treasurer's Report was read. The report was accepted.

*Report attached.*

## **Committee Reports**

**Candy Sale:** This was covered in the Treasurer's Report.

**Breakfast with Santa:** Amy Matthews: Amy proposed a time and menu change for our Breakfast with Santa. Instead of Breakfast with Santa, the Parents' Club could host Cookies with Santa, in the afternoon. After some discussion, it was decided to keep the event Breakfast with Santa, but to change to a "continental breakfast" versus a pancake breakfast. Amy reached out to veteran members for advice on running Breakfast with Santa and extended an invitation to the members to volunteer for the event. Betsy Miglio requested that once the renovations at Garvey Hall are complete that the Breakfast with Santa event returns to St. Bernard. Nancy Deaton volunteered to go to Walmart to look for donations for the continental breakfast. Amy Hennekes advised that the main audience for Breakfast with Santa comes from Dayton and that we should be sure to advertise in that area.

Joann Vickers request that the Parents' Club pay for the 8<sup>th</sup> grade t-shirts. Each year the 8<sup>th</sup> grade designs a shirt that is then created and given to the 8<sup>th</sup> grade class. The Parents' Club approved the purchase.

Mrs. Swope brought to the Parents' Club's attention that the cafeteria is in need of new ovens or repairs to the ovens. There is also a hole in the ceiling that needs to be fixed.


**Principal's Report** – Amanda Swope thanked everyone for the nice meal. She also thanked everyone for their thoughts and prayers for Mrs. Lenz, Mrs. Condra, and Mr. Hubbard, on their recent loss of their beloved mothers. Mrs. Swope reminded the members about the Book Fair and gave details. Mrs. Swope reported that progress reports will be available to view on ASCEND, on Nov. 11th. She reminded everyone that Buckhead Night is November 18th. Last month, the school received a check from Buckhead for \$189.58. Ms. Sharon Meyer applied for a bus grant, which the school was able to receive. Thank you, Sharon! The children will travel to and from their theater trips for free. Picture retake day is going to be Tuesday, Nov. 24th. The elementary students with no violations received lunch from McDonald's. Nancy Deaton worked with McDonald's to have the lunches donated to Holy Trinity and the school decided to use them as an incentive for good behavior. A few of the parents of the student from the Jr. High requested that they be included in the incentive. Mrs. Swope said that it would be discussed.

## **Old Business**

N/A

## **New Business**

Amy Matthews explained that Ms. Hans was in search of a new VCR for her classroom, because her VCR was no longer working. Ms. Hans did find another VCR to use. Amy asked the members to keep an eye out for VCRs that people no longer need or want. The school has many videos that are used in the classroom that are only available on VHS. Amy announced that the Parents' Club is on the lookout for new fundraising ideas and



named off a few ideas that the club is thinking about.

The election for Vice President took place. Bonnie Louis was chosen as the new Parents' Club Vice President. She accepted the position.

Next meeting is 11/5/2015, at Holy Trinity Elementary, at 7:00pm

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**Meeting Adjourned At:** 7:30pm

**Minutes Compiled By:** Amy Matthews, Secretary

**November 5, 2015**

**Holy Trinity Parents' Club Treasury Report**

**September 30 : Actual Reported Balance: \$12,657.57**

**Outstanding checks:** 1188 to Jordan Harris \$200  
1195 to Ellenbee Legget \$90.36  
1197 to Emily Baldwin \$59.06

**Available Account balance: \$12, 657.57**

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**October account activity:**

**Debits/Expenditures:**

- Spring Citizenship Scholarship
- Check # 1188 to Jordan Harris \$200 (last recipient to cash their check)
  - Grandparent's Day Jr. High (total \$115.36, ck #1196 for \$25 cashed in Sept.)
- Check # 1195 to Ellenbee Legett \$90.36
  - Grandparent's Day Elementary (total \$223.97)
- Check # 1198 to Ellenbee Leggett \$180.72
- Check # 1199 to Barb Brossart \$43.25
  - Reimbursement for parent's club meeting supplies (ice cream, water, paper goods, etc.)
- Check # 1197 to Emily Baldwin, \$59.06
  - Field Trips (Total \$255 = Bus Services \$150 + admission fees \$105)
- Check #1201 to Don Gries \$100 (Bus service. NKU field trip (gr. 6,7,8) 10/28 & Sunrock Farm Field Trip 10/21 (gr.3)
- Check # 1202 Paul Rauch \$50 (Bus Service to Bellevue Vets (gr. 7&8) 10/9)
- Check # 1203 Sunrock Farm \$105 (Admission for 3<sup>rd</sup> graders)

- Candy Sale

Check # 1205 for \$5993

**Checks Total: \$6,821.39**

- Other Debits

Bank fee of \$4.14 (Mr. Hubbard said this appeared on all H.T. accounts and he would look into it.)

Return Deposit Item \$60 (check we deposited was returned for NSF, working to correct this)

**Total Expenditures/ debits in October: \$6,885.53**

**Credits/ Deposits:**

- Refund for Children's Theatre Tickets Overage
- 10/22 \$120
- Candy Sale Deposit
- 10/22 \$3,292.00

**Total Credits/Deposits in October: \$3412.00**

**Outstanding checks:** None

**Actual Reported Balance: \$9,184.04**

**Available Account balance: \$9,184.04**

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**Anticipated activity:**

**Credits/ Deposits**

- \$60 candy sale deposit
- \$60 recovery of returned check

**Debits/ Expenditures**

- Teacher Dinner on Oct. 22 (Conference night)
- Meeting expenses
- Breakfast with Santa items

## September 2015 Holy Trinity School Students of the Month

### **Kindergarten**

Maeve is the student of the month for kindergarten! Maeve is a hard worker and enjoys learning! She is polite at school and tries to follow the rules always! She participates in class discussions and activities. She has been working very hard on her handwriting in class! Maeve is nice to her classmates and teachers!

### **1<sup>st</sup> Grade**

Cadence is an excellent student. She comes in with a smile every day. She is polite and friendly to visitors and classmates alike. Cadence is an energetic learner who listens, participates and makes sure her work is well done. Cadence also likes playing with her friends and teaching them her newest cheers. Great job, Cadence!

### **2<sup>nd</sup> Grade**

Aiden is the Student of the Month for 2<sup>nd</sup> grade. Aide listens to and follows directions well. He also hands in his work regularly without being reminded. He enjoys reading very much. Aiden is also a good role model for the class. Keep up the great work, Aiden!

### **3<sup>rd</sup> Grade**

Courtney Collins is the Student of the Month in the 3<sup>rd</sup> grade. She works very hard, participates a lot in class, and shows respect for her classmates and teachers. Courtney tries her best, even when something is hard for her. She always has a smile on her face, and she is very helpful. Great job Courtney! Keep up the good work!

### **4<sup>th</sup> Grade**

Trey is a dependable, cooperative boy and a good citizen. He is a steady and consistent worker. He works to his best ability in all subject areas. Trey gets along with his peers and can work with anyone in a small group. He is a pleasure to teach and have in the classroom.

### **5<sup>th</sup> Grade**

Elijah is quiet and kind; yet he is actively involved in activities. Elijah shows God's love to others by being compassionate and respectful to his teachers and peers. He serves our parish and school by serving at Mass. He helps to train the new servers, too. He is a thoughtful person who strives to do his best in his studies. He has a positive attitude, and is dedicated to learning. Elijah's actions and attitude reflect Christ every day. Congratulations, Elijah Morgan!

### **6<sup>th</sup> Grade**

Luke is always prepared for class. He does very thorough and complete work. He uses free time wisely studying for various subjects on a daily basis. This is proven by his answers on tests requiring detailed explanation. Luke is an excellent student!

### **7<sup>th</sup> Grade**

Marleigh is motivated to succeed! She is outstanding in every area. Not only is she a top notch student, she also continually displays positive character traits in our school. She is a good example for others to follow.



### **8<sup>th</sup> Grade**

Tommy gives a good effort in class daily. He pays attention and always completes his homework. His politeness and dedication to the service to others is a great example he sets for his class.