



St. Joseph's School

MIAMI BEACH

HSA-RD-2008&09-0001

September 24th, 2008

September 24th EXCO Meeting Agenda

1. Over 21 people attended. Meeting started at 7:50 PM and ended at 9:05 PM (approximately 1hr and 15 mins).
2. Introduction of new room delegates and Home & School EXCO (Executive Committee) as well as duties of Room Delegates.
3. School events: Hispanic Heritage, MADD, Christmas Greenery Fundraising Activity, Christmas Store, Picnic, Other Fundraising Ideas (Day Pass for A Day)

Minutes of the Meeting:

Room Delegate Main Responsibilities:

- Need to get classroom input for school activities and cultivate new ideas

Events:

- **First event: Hispanic Heritage**
- First initiative – tickets are printed. All dollars go back to the school. Once laminated will be distributed. All efforts must be made to please push the sales of the tickets.
Cost: Adult \$12 and Children \$5 at the door \$15 / child \$5.
- Dance orgnaizer is for all grades except Grade 8th which Margene Munoz handles.



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- Each grade has food assigned to them. Tery Howard, President of HSA will e-mail the room delegates the list by grade of the country that food will need to be supplied for the festival.
- Each parent is responsible to bring enough food for 30 people.
- Dress Code: Girls to wear long white skirt, the shirt should reflect the color(s) of the flag of the country being represented in the dance. Unless specified and agreed to by all of the parents in the classroom, the dress code could be different. Note: An agreed dress code **MUST BE APPROVED** by Dr Chelala.
- Parents are encouraged to take time to see the dance coordinator and Ms Almirall
- Last week, a letter was distributed by the school from Dr Chelala regarding the Hispanic Heritage details.
- Room Delegates must reconfirm with parents of the classroom, 1 or 2 days prior the event, that all the food is all accounted for by the parents and that there is everything needed for the event. Based on experience – contact the room delegate and find out the phone, e-mail and know what is the best to communicate with each parent.



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- Sodas, desserts, plates, napkins, cutlery, straws, glasses must be sufficient for your classroom event.
- E-mail the classroom to organize food and necessities and then pick from that list.

Grade	Food	Dance
• PK-2	Guatemala and Costa Rica	Guatemala
• PK-3&4	USA, Venezuela & Ecuador	USA
• K	Nicaragua & Paraguay	Nicaragua
• 1	Mexico, Honduras & El Salvador	Mexico
• 2	Spain, Chile & Bolivia	Spain
• 3	Colombia, Argentina & Peru	Colombia
• 4	Puerto Rico	Puerto Rico
• 5&6	Panama	Panama
• 7	Brazil & Uruguay	Brazil
• 8	Cuba, Dom Republic	Cuba

- Pattie Di Pietro, HSA Communications-Secretary will send out a template for the database for the classrooms to the room delegates.



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- Some classes have 3 countries. They will dance for 1 country and they should supply 3 country foods.
- Glo stick for the event will be purchased and resold at event—oriental trading, flashy, blinky lights.com will be where they are probably purchased from. A kiosk for the sales at the event will be set up for that. Tery will give us the contact person.
- We need to decorate the booths. Long table and the decoration will be for the back only – Ms Almirall will advise us. Tery Howard will bring some decorations that we can use for the Hispanic Heritage from her work but must be returned.
- We will find out who video taped the DVD of the First Communion and see if they can also videotape this for sale to parents.
- Tickets: School will send 4 adult tickets and 2 children tickets per household. Ideally, everyone should sell these to help the school fundraiser.

All payments must be in checks and payable to St Joseph Home & School Association .

- Parents will be required to buy a ticket in order to attend the event. Students performing will not have to buy tickets.



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- Ida from the Church, will sell Hispanic Heritage tickets to Parishioners after the Sunday masses. It will also appear in the church bulletin, on the school website. We ask that if any parents attend mass that they help in the sale of the tickets. Please advise the room delegate who in turn should advise Tery Howard, the President.
- Catalina, from the school front office, will have all the tickets, all the ticket numbers are tracked. Ideally, tickets will be issued by Friday so selling can start by Sunday.
- Currently Tery Howard is finishing the design of the raffle tickets for the book of 11 tickets will be sold for \$10 or 1 ticket for \$1
- Items for raffle: Laptop, LCD 32" TV, \$250, Free dental cleaning and consultation (provided by Ileana Valdes), Locksmith installation along with MEDCO free key lock (provided by Maria Galan), Dinners, El Dorado certificate
- **Next event: MADD (Mother's Against Drunk Driving)**
- MADD – moonlight maddness Friday October 17th 6pm on the Beach - \$8 donation. \$2 is donated back to the school. In return you will get a t-shirt. This is a very good cause to support.



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- **Next event: Christmas Fund Raising Activity**
- Can order bulk Christmas wreath items and then sell to the school.
- Room delegates agreed that this will work. Need 2 parents to help coordinate this – 60 wreaths will be ordered as soon as delivered to school they should be displayed and sold.
- Jai, one of the room delegates, will help sell them. Marcia Chocano could also help to sell in the mornings.
- Will send pamphlet home with children which has the pricing along with the pamphlet.
- Ideally, room delegates should take a survey with classroom parents of what we can sell so we know how many to order.
- A \$5 deposit will be requested to secure that the wreath is later purchased. We can then go to the parish hall to sell the balance.
- Order can also be taken from work but we will not require \$5 deposit from these people.
- Pamphlet will be scanned and sent out once received. Tery Howard to verify if they can get enough pamphlets to give to every child.
- Fundraiser for greenery was deemed a go.



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- **Next event: Christmas Store**
- Activity is loved by the students as they can buy their Christmas gifts as the school store for minimal costs.
- Need volunteers.
- Set up is trying to be finalized – possibility in school corridor on the table and then store them daily. Some parents said this would not work due to the amount of stock that would have to be moved daily for 1 month. Other ideas were being investigated by Tery Howard.
- Religious items were going to be purchased probably from store on 97th and Sunset.
- Store will be open for one month but need help. They will ensure that this Christmas there are enough religious items purchased.
- 7th Grade can do service hrs. they can help sell tickets, wreaths and even help with the Christmas store sales.
- Ideally, have a sample. Wrap all the items except for 1 item unwrapped for display.

- **Next event: Picnic**
- Picnic has been moved from the Fall to the Spring.
- It can serve as a closing for the end of year party/event.
- We will discuss later when the timing will be, but it will be scheduled before the First Holy Communion, end of year and graduation but after St. Valentine's.



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- **Other Fundraising Ideas: Day pass for dressing special**
- Students can pay \$2 (as an example) and then for each month's activity (Valentine's wear red, Thanksgiving wear orange & brown, etc) have a monthly dress down

- **Other Items:**

- **Teacher's Wish List**
- A Wish List from the teacher's of all grades is requested so that we can post them on the SJS Website for parents of that classroom to purchase for their students.

- **1st Grade parent issue with Cafeteria**
A parent inquired about dispensing of beverages during lunch time on account of one child reporting not getting drink. Dr. Chelala reviewed dispensing of beverages during lunch time and beverage machine has been replaced with individualized drinks per child.



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- **Good search is a search engine that will donate money back to school**
- Good search – internet search donates money back to the school but must be approved by Dr Chelala first. Tery Howard can then forward to Claudio Croce the webmaster of the school to install it on the website. It is for charities and non-profits (it is Yahoo behind this but needs to be registered by the school.)

SJS H&S Committee:

President:

Tery Howard

Vice-President:

David Van Sky

Communications-Secretary:

Pattie Di Pietro-Mignacca

Treasurer:

Sandro Mignacca

Volunteer Coordinator:

TBD

pdp