

## **St. Mary Home & School Meeting Minutes**

1/7/2026 6:15-7:45pm. 1st floor Conference Room | hsa@saintmarylancaster.org

1. **Call Meeting to Order 6:15**
2. **Attendance:** Kristin Shuman, Jessica Hernandez, Kellie Beery, Crissa Felkner, Quinn Cavinee, Maureen Black, Alicia Grilliot, Oghenetega and Benedicta Ohwofahworaye, Michelle Van Dyke, Linda Moore, Tenessa George
3. **Approval of Minutes**
  1. November minutes for review-
    - i. Motion for approval: Motioned and approved.
4. **Principal / Faculty Report – Kayla**
  1. SGO-EMMAUS ROAD Scholarship DONATE TODAY! We have officially surpassed last year's total- a final amount will be published as soon as it is sent to us from the diocese. Can donate until April 14.
    - i. Will send out information sheet, and possible social media post.
  2. Catholic Schools Week (1/26-2/1)
    - i. Open house on 1/25.
    - ii. Mass at Fisher on 1/27.
    - iii. 1/29 Vocational speakers
    - iv. Super Games Booked 1/30/26
    - v. A list of special events will be sent with the family newsletter on Friday.
  3. 2026-2027 Enrollment Window: Re-registration emails have been sent; open enrollment begins on January 25th
  4. 2026-2027 Academic Calendar: Our calendar has been sent to the diocese for approval and will be published as soon as we receive feedback from the Diocese.
  5. 2026-2027 improvements
    - i. SRO (School Resource Officer): We are continuing to explore ways to make this possible.
    - ii. Lockers: Installation scheduled for June/July 2026
    - iii. PA/alert system - Goal for summer is to install new PA system, would also come with pendant alert system: Pending grant announcement
5. **Treasurer's Report – Kristin**
  1. Operating Fund: \$93,794.21 (12/31/25)
  2. SCRIP: \$ \$37,941.41 (12/31/25)
  3. Outstanding Bills
    - i. Any outstanding bills from HH 2025?
      1. Food
  4. Incoming Requests
    - i. Stephanie Novena: 8th grade class to Museum of Art (bus fee)
      1. \$400 to take them to the vocation event
      2. Approved
6. **SCRIP report – Tenessa/Crissa**
  1. November/December: \$37,941.41, we receive around \$1,000.
  2. Do we want a table at the Open House? Yes, Tenessa/Crissa will organize.
7. **Upcoming events**
  1. Science Fair - 1/14/26
    - i. Volunteer judges are in place.
    - ii. Is lunch planned? Michelle to follow up
  2. Open House - 1/25/26
    - i. Kayla has reached out to parent volunteers to assist w/ tours
      1. Student led, parents to help if needed.
      2. Display uniforms?
  3. Catholic Schools Week
  4. Mother/Son
    - i. Kellie Beery is lead

- ii. Need to do invitation, RSVPs to come back by 2/13. Usually goes out with the newsletter.
  - iii. Reservation for Tiki for 2/20/26.
- 5. Father/Daughter
  - i. Valerie Tripp is lead
  - ii. "Neon" themed
  - iii. 3/28/26
- 6. The Works: 3/30/26
  - i. Will need parent volunteers
- 7. Project Playhouse
  - i. Scheduled for April
  - ii. Will need parent volunteers.
- 8. 7/8th Grade Dance: 5/2/26
  - i. Who coordinates?
  - ii. Alicia is going to reach out
- 9. Grandparent's Day
  - i. 5/12/26
  - ii. Are we going to have Spirit Wear available?
    - 1. Alicia to follow up w/ Teresa K. re cash exchange.
- 10. Teacher Appreciation Week
- 11. Spring Musical
  - i. Alicia to reach out to Sharon re: Musical (funding, parent obligation/needs)
- 8. New Business:**
  - 1. Funding Request : Nothing
  - 2. Teacher Needs? Nothing
  - 3. 1/25/26 is SMS Open House
    - i. Kayla/Michelle and Bri will be reaching out to families about tour guides (both student and parent)
    - ii. HSA: cookies and drink (purchase and set-up) - Jessica H. will take the lead.
      - 1. Volunteer Parents contacted via email
  - 4. Science Fair Judge Luncheon
    - i. Volunteers in place
      - 1. Breakfast & Lunch
      - 2. Kayla reached to Mrs. Yapple to coordinate volunteers; Mrs. Yapple will be contacting people who signed-up at the beginning of the year
  - 5. Catholic Kids Carnival Day (January 30)
    - i. Will need 14 volunteers and snacks- Kayla will send sign-up in January with newsletter
      - 1. Bri will send out a sign-up genius for volunteers.
    - ii. Booked with Super Games on Friday
    - iii. Mass at Fisher with the Bishop
      - 1. Transportation is paid.
  - 6. Mother/Son Event?
    - i. Tiki Bowling Lanes Deposit Placed
      - 1. Need Invitation with RSVP date of 2/13/26
    - ii. 50-60 Bowlers=10-12 lanes
    - iii. \$85/lane includes shoes, pizza, pins and soda
    - iv. Requires a \$200 deposit
    - v. Good to book
    - vi. Estimated \$850-\$1,000 – budgeted for \$1,000
  - 7. Parent academy
    - i. Next event is scheduled for 2/10/2026
      - 1. Supporting Children's Mental Health
  - 8. Father/Daughter Event
    - i. Chairperson: Valerie Tripp
    - ii. 3/28/26

- iii. Invitation needs created
  - iv. Forward to Parish office to be placed in the bulletin and announced at Mass
  - v. Food (Pizza?)
  - vi. Budget \$1,000
9. Should book HatTrick for 2026 HH.
- i. Tenessa will send info to Alicia.

9. **Old Business:**

- 1. 2025 Holiday Happening Wrap Up
  - i. Total Income
  - ii. Booking Band for next year?
  - iii. Auction Planning for 2026
  - iv. Thank you letters sent
- 2. Tuition Assistance/Funding Requests for 2025-2026
  - i. Cost-to-educate: \$7,163 (revenue \$7,200)
  - ii. Proposal for 2065-2027 Funding:
    - 1. \$12,000: remaining balance of lockers
    - 2. \$30,000: PA/pendant alert system
    - 3. Additional field trips (listed above) approx. \$8k
  - iii. **Proposal for 2026-2027 Funding: TBD**
- 3. Event Coordinators: Need to review and log the volunteer sheets
  - i. Spreadsheet has been created and sent out.
- 4. Zoo Visit - April 20th(\$1,100) and The Works -March 30(\$800)
  - i. **Approved**
  - ii. Both have been scheduled for spring 2026 (Dates?)
- 5. Field Trips/Events for 2026
  - i. K: Zoo
  - ii. 1st Grade: At school
  - iii. 2nd Grade: At school
  - iv. 3rd Grade: Walking
  - v. 4th Grade: 1-2?
  - vi. 5th Grade: Damascus
  - vii. 6th Grade: Damascus, Caverns (request to help cover \$20 admissions - HSA to fund 1/2), and FCHS Musical
  - viii. 7th Grade: Damascus and FCHS Musical
  - ix. 8th Grade: Serra Club (vocations), FCHS Musical, Glacier, Zoo

10. **Highlights for newsletter:**

- 1.
- 2. **Join us for the School Cabinet Sponsored Parenting Class Series**
  - i. **Next presentation: Supporting Your Child's Mental Health**
- 3. **Next HSA Meeting: 2/4/2026**

11. **Close Meeting - 7:26 p.m.**