

**St. Luke the Evangelist Catholic School**  
**Family School Association (FSA) Meeting**

**Date & Location:** Monday, January 4, 2016, 6:30 pm – 8:10 pm  
Main Street Cafe, Ankeny, IA

**Attendees:** Executive Council;

Melissa Teggatz, President	teggatzfamily@gmail.com
Katie Walsh, Vice President	kwalsh717@gmail.com
Eric Peters, Treasurer	ericpeters14@gmail.com
Susan Grebasch, Secretary	sgrebasch@hotmail.com
Tonya Eaton, Principal - Absent	tonya.eaton@saintluketheevangelistschool.org

**Agenda:**

**1. Welcome**

**2. Catholic Schools Week January 31 – February 6, 2016**

- a. Sun. Jan. 31 – student lead mass – plan to attend with children in their uniforms.
- b. Open House afterward – need volunteers
  - i. January 24<sup>th</sup> Open House from 10-11:30 am – Need parent volunteers.
  - ii. One parent in each classroom as well as others to help guide.
  - iii. Will send out Sign-Up Genius.
  - iv. Melissa checking on getting a banner/signs made.
  - v. Will also put information in the church bulletin.
  - vi. Send out talking points to volunteers/fact sheet.
  - vii. Nametags for volunteers.
  - viii. Spirit Wear display as well. Order will go in after the 24<sup>th</sup>.
- c. Speakers at Mass – volunteers need for Saturday and Sunday masses – check with Kate Ledyard
- d. OLIH:
  - i. Also someone go to OLIH masses to keep our name out there.
  - ii. Open House signage on Weigel and OLIH.
  - iii. Possible ad in their bulletin.
  - iv. Include in their welcome packet.
  - v. Katie contacting Little Learners to include information.
- e. Family Bingo Night – offering Thursday, Feb. 4 for just school families – start at 6 pm
  - i. Melissa to check with Tonya on liquor options/restrictions.
  - ii. Everyone bring a snack to share. FSA to provide lemonade and water.
  - iii. FSA provide prizes – Scrip cards, leftover apparel, dollar store, candy?
  - iv. Figure 3 winners per game, 4 rounds, last one a blackout.
  - v. Winners – bags of candy to pick – 10 bags/boxes of candy – Maureen Edsen getting. Blackout winner – gift cards for winners – 3 - \$10 gift cards – Katie to do.
  - vi. Melissa to provide bingo cards, balls, etc. Highlighters provided by FSA or get markers from office.
  - vii. Send out Sign-Up Genius for this?

**3. Registration information** will be coming in the next two weeks for current students. Registration will open up to new/general public on January 26, 2016.

**4. Financial Report:**

- a. We are at \$3035 in general fund. Still waiting for Box Top money to come in but that has already been allocated.
- b. Playground fund at approximately \$2200.

- c. Draft of the playground being worked on. Meeting with vendors on bids. Approximately \$70,000 for Phase One (includes groundwork). Still firming up outline before going to Church Facilities meeting along with Knights. Can possibly do community build? Still TBD.
    - i. Melissa to check on what it takes to do a second collection for the playground when ready.
  - d. Spirit Nights – about \$200 from Panera, first Chick-fil-A – about \$150 and \$75 from wheel spin. Will be looking at future places – looking for feedback to Eric.
  - e. Butter Braids – information passed around regarding this. Tanya is open to doing around Easter.
- 5. Kitchen Volunteers/Shoppers** – still need backups. Help for shopping? Sign-up sheet sent around and Melissa will talk with her about the process.
- 6. Committees** – still need members to help. Lots of items already have leaders, just need helpers.
- a. Bike Run/Walk – Kelly Royal needs helpers now to start planning for the spring.
  - b. FundRaising Committee – meeting from 7-8 pm on Jan. 21 at the Church.
- 7. Collecting Plastic Lids** – Darlene will provide information to be sent home. Jim and Pat Brady will store the lids for us at their facility.
- 8. Bottle Recycling**
- a. Melissa checking with Father about use of Church trailer for use of cans and bottles. Ankeny recycling center will provide bags. Cans & plastic can go together and then separate glass.
  - b. If ok, send e-mail blast and then in bulletins.
  - c. See how this time goes and possible thought of doing either once a month, every two months or certain holidays.
  - d. Jayna working on coordinating – possible take the trailer to the recycling center.
- 9. Donald's Uniform** – school receives a kick-back. Getting a table-cloth from them with the money.
- a. Each of the classroom teachers will be receiving a logoed polo shirt for field trips, teacher in service/training.
- 10. Open Discussion:**
- a. Open Gym – maybe do this next year? Possible Youth Group run for service hours.
  - b. Melissa to check with Tonya about when hiring a fourth-grade teacher.
- 11. Important Dates**
- a. **January 16<sup>th</sup> – Church/School Fun Night** – working with the Knights of Columbus. Possibly get popcorn machine and Pepsi drinks.
  - b. **January 24<sup>th</sup> – School Open House 10 – 11:30 am**
  - c. **January 26<sup>th</sup> – Registration for 2016-2017 School Year Opens at 8:30 am.** Currently registered families will receive more information and deadlines to register ahead of time.
  - d. **January 28<sup>th</sup> – Snow date for general Registration**

**Next Meeting** – meetings will be held the first Monday of each month starting at 6:30 pm at the school. Due to the caucuses on Feb. 1, the next meeting will be Monday, February 8. Encourage everyone to personally invite someone to the next meeting.