



FASA Meeting Minutes  
 Tuesday October 2, 2018  
 Elementary School Campus  
 Teachers Room

---

Meeting start: 6:00pm

Attendance: Nichole Mailloux-Guinto, Marianne Alicea-Coombs, Kristina Wentworth, Sherry Campbell, Pam Shaw, Jocelyn Sargent, Meagan Messenger, Julie Hamm, Madeline Colon-Usowicz, Jim Usowicz, Michael Shelburne, Elprie Beaver, Julie Matthews, Jess Arpin, Diana Megas, Reina Rosario, Danielle Maglich, Pauline Mueller and Audri Perron

Meeting end: 7:30pm

Agenda Item	Discussion	Follow-up
<p><i>Subcommittees Underway - Updates</i>            6:00pm-6:15pm</p>		
<p>Halloween Party            October 20, 2018</p>	<p>Chairperson: Sherry Campbell            -planning committee has been meeting regularly            -food, games, activities have been determined            -Sign-up Genius to be sent home in Virtual Folder 10/5/18            -grade 8, along with Beth Crowley, working on Haunted Hallway</p>	<p>-Sherry Campbell to monitor Sign-up Genius for volunteers</p>
<p>Movie Night            November 3, 2018</p>	<p>Chairpersons: Meaghan Castiglione, Audri Perron            -first meeting successful, group was able to determine location: ASA Middle School Gym            -schedule for the evening established: short movie, Charlie Brown Thanksgiving will be shown followed by Pizza and families socializing followed by feature film, Hotel Transylvania            -several different ideas were discussed re: make your own popcorn, a red carpet for “selfies”, etc.            -details to be finalized at future meeting</p>	<p>-next Movie Night Committee meeting: Tuesday, October 9, 2018, Middle School Campus, Library 5:30pm-6:30pm</p>

<b>Agenda Item</b>	<b>Discussion</b>	<b>Follow-up</b>
Cash Calendar Fundraiser 1st Part: October/November 2018 2nd Part: March 2019	Chairpersons: Audri Perron, Claire Parks -both Audri and Claire have been soliciting business for donations -goal is each square/day of the month to have a minimum value of \$100 -form sent home via Virtual Folder for families to donate	-Audri and Claire to continue to gather donations -ASA Families to send in their donations

Agenda Item	Discussion	Follow-up
<p>Comedy Night Fundraiser February 9, 2019</p>	<p>Chairperson: Julie Hamm</p> <ul style="list-style-type: none"> <li>-Kristina Wentworth provided spread sheet for expenses/revenue from 2018 Comedy Night Event.</li> <li>-Goal Revenue for 2019 Comedy Night Event: \$10,000.00</li> <li>-discussion re: obtaining petty cash for start-up funds</li> <li>-will need \$1,000.00 for start up to secure location and deposit for comedians</li> <li>-Nichole discussed that Julie would need to meet with Joan and Ellen to obtain the petty cash</li> <li>-significant discussions had re: how to ensure the comedians remain within the boundaries of the contract i.e. PG 13 material vs. R rated material, etc.</li> <li>-suggestions were adding language to the contract re: payment and withholding payment of comedians do not stay within the rating boundaries</li> <li>-another suggestion was a signal to the manager of the show to remove the comedian from the stage if not remaining within the boundaries</li> <li>-after the show let year, Julie provided the manager with feedback re: concerns about the material being presented in a Catholic Fundraiser forum</li> <li>-before a contract is signed, this will be heavily discussed and a suitable plan for both parties will be arrived at</li> <li>-their was also a brief overview of past comedy night events for those who had not attended in the past</li> </ul>	<ul style="list-style-type: none"> <li>-a venue is currently being sought</li> <li>-once a venue is secured, discussion with comedians and contract negotiations will begin</li> <li>-planning committee meetings will begin once the venue is secured and the contract has been signed</li> </ul>
<p><i>Subcommittees in need of takeoff - 6:15pm-6:30pm</i></p>		

Agenda Item	Discussion	Follow-up
<p>Scholastic BookFair November 13-19, 2018</p>	<p>Chairperson: Marianne Alicea-Coombs  -Nichole placed a sign-up sheet for Scholastic BookFair planning committee volunteers on the table  -overview of past book fairs, challenges, lessons learned and successes discussed for those who have never attended in past  -discussion re: New England Catholic Schools Week (Nov. 5-9, 2018) vs. National Catholic Schools Week (Jan 27-Feb 2, 2019)  -significant discussion re: Grandparent/Special Person Day and the timing of that day as it has a tremendous impact on the success of the Scholastic BookFair  -Michael Shlebourne raised the question re: a second BookFair in the spring 2019?</p>	<p>-Marianne to remain in contact with Scholastic re: details of delivery, pick-up etc.  -Marianne to review the sign-up sheet and determine a time for a planning committee meeting (if needed)  -Nichole to find out when Grandparent/Special Person Day is: <i>tentatively</i> scheduled for Wednesday November 7, 2018  -Marianne to look into the possibility of a second BookFair in the Spring 2019</p>

Agenda Item	Discussion	Follow-up
<p>Christmas Bazaar December 1, 2018</p>	<ul style="list-style-type: none"> <li>-Nichole placed a sign-up sheet for the Christmas Bazaar Planning Committee on the table</li> <li>-Nichole proposed overhauling the Christmas Bazaar as it is a significant amount of work for little return, ~\$2,500.00</li> <li>-it was discussed that the Christmas Tree Game for the children should be kept as not only is it a HUGE hit with the children but it generates the most revenue ~\$800-\$1,000</li> <li>-everyone who had attended in the past was in agreement with keeping the Christmas Tree Game but overhauling the Christmas Bazaar to breathe new life into it</li> <li>-discussion and sharing information re: past Christmas Bazaars and the history surrounding the Christmas Bazaar</li> <li>-discussion re: location (ease of access, parking, weather-limiting issues) and timing of the bazaar (immediately before/after mass)</li> <li>-Madeline Colon-Ursowicz raised the possibility of linking the Christmas Bazaar to a tree lighting ceremony with possible Christmas Caroling. This was a well-liked idea but will require more thought and creativity to work out the details, something to be discussed at a Christmas Bazaar Planning Committee meeting</li> </ul>	<ul style="list-style-type: none"> <li>-Nichole to review the sign-up sheet and form the planning committee for the Christmas Bazaar</li> <li>-a planning committee meeting to be set-up before the end of October</li> <li>-first meeting, Tuesday October 23rd, 6:00pm @ Panera</li> </ul>

Agenda Item	Discussion	Follow-up
Teacher Appreciation Week May 6-10, 2019	postponed until December meeting- lack of time	
Father/Daughter-Someone Special and Me Event April 6, 2019	postponed until the December meeting-lack of time	
Yard Sale April 27, 2019	postponed until the December meeting-lack of time	
Mother/Son-Someone Special and Me Event May 4, 2019	postponed until the December meeting-lack of time	
Field Day June 7, 2019	postponed until the December meeting-lack of time	
Playground on-going	Chairpersons: Madeline Colon- Ursowicz, Kathleen Hylka -a volunteer sign-up sheet was placed on the table -further discussion postponed until December meeting-lack of time	-Marianne has all of the sign-up sheets form the meeting and will get the Playground sheet to Madeline and Kathleen so that they can begin planning committee meetings. -Nichole, Marianne, Sherry and Kristina to meet with Madeline and Kathleen to discuss what has been done re: the playground thus far
Family Fun Run/Walk 5K Spring 2019 vs. Fall 2019	-a volunteer sign-up sheet was placed on the table -further discussion postponed until December meeting-lack of time	-Nichole will review the sign-up sheet and determine if there is a chairperson to begin planning committee meetings
Golf Tournament Spring 2019 vs. Fall 2019	postponed until the December meeting-lack of time	
<i>Additional Fundraisers</i> <i>6:30pm-6:45pm</i>		
Box Tops	-Nichole discussed that Box Tops provide funding for Field Day -it was discussed and encouraged to “spread the word” re: Box Tops	-Marianne to remain in contact with Mrs. Duval, the Box Tops Coordinator
Tools for Schools	-Nichole provided information on how to sign up	-Gil Guay is the Price Chopper Tools for Schools Coordinator

Agenda Item	Discussion	Follow-up
<p>Special Lunch Days</p> <ul style="list-style-type: none"> <li>-October 3, 2018</li> <li>-October 31, 2018</li> <li>-December 5, 2018</li> <li>-January 22, 2019</li> <li>-February 6, 2019</li> <li>-March 6, 2019 (no bake sale, Ash Wednesday)</li> <li>-May 1, 2019</li> <li>-June 13, 2019</li> </ul>	<ul style="list-style-type: none"> <li>-Form fo first Special Lunch Day sent home in Virtual Folder</li> <li>-it was discussed and decided the second Special Lunch Day will be Subway</li> <li>-Kindergarten and Grade 7 will bake for he Bake Sale</li> <li>-concern re: small size of Grade 7 and would their be enough baked goods</li> <li>-suggestion made by Danielle Maglich: Grade 6 and Grade 7 could bake together for Middle School Campus???</li> <li>-Nichole reminded everyone that there wouldn't be a Bake Sale on March 6th as its Ash Wednesday and Fr. Adam has asked us to be respectful of Lent</li> <li>-there was discussion around what we could do instead of a bake sale on Ash Wednesday. some suggestions were fruit cup, food bank donations</li> </ul>	<ul style="list-style-type: none"> <li>-Nichole will create the second Special Lunch Day form and get it to Joan for the Virtual Folder to go home 10/19/18</li> <li>-Marianne will reach out to Subway to confirm</li> <li>-Nichole will reach out to Joan to inquire about Grade 6 baking with Grade 7—&gt;Kindergarten and Grade 7 will be baking, if needed the faculty will bake as well to help support Grade 7</li> <li>-Nichole to create a Sign-up Genius for Special Lunch Day Volunteers, once completed and approved by Joan, will go out in the Virtual Folder</li> <li>-Suggestions re: Ash Wednesday Bake Sale substitutions will be re-visited at December meeting</li> </ul>

Agenda Item	Discussion	Follow-up
Local Restaurants	-the goal is to have 1 fundraiser dinner night per month	
-Sully's Dog Shack	-every Sunday for the rest of the academic school year between 12:00pm-2:30pm, if an ASA Family stops in and makes a purchase Sully's Dog Shack will donate 5% of the sale to ASA. You only need to mention that you are an ASA Family!	-thank you to Sherry Campbell for setting this up!
-Papa Gino's	-Nichole stopped into Papa Gino's to obtain the form. We will work with Pap Gino's to determine a date Sunday-Thursday 4:00pm-9:00pm, they will email a flyer (which will eventually be sent home in the Virtual Folder) which families need to bring in to the restraint or give to the delivery driver and Papa Gino's will donate 20% of pre-tax sales to ASA.	-Nichole will get the form filled out and back to Papa Gino's by October 15th (delivered to Papa Gino's, awaiting confirmation from management)
-Panera	-Nichole spoke with the manager of Panera in the Price Chopper Plaza. They do not require a form to be filled out, merely a letter with the information re: the purpose of the fundraiser.	-Nichole will construct a letter with the necessary information and get it out to Panera by October 15th. (delivered to Panera, awaiting to hear from management)
-Mexicali	-Marianne spoke to Carlos, the manager at Mexicali, who is excited to work with us. She gave him the information he needed and we are waiting to hear back from him re: available dates.	-Marianne to follow-up with Carlos re: potential dates for fundraiser night.
-Uno's and Barnes & Noble (Blackstone Valley, Millbury)	-Michael Shelbourne brought to the groups attention that Uno's and Barnes & Noble do a fundraiser night together. Those present were definitely interested in moving forward with this idea.	-Michael Shelbourne will make a few phone calls, gather more information and organize this event for end of November or December



Agenda Item	Discussion	Follow-up
<p><i>Open Forum 6:45pm-7:10pm</i></p>		
<p>Spirit Shop</p>	<p>-Nichole discussed the goal being to have the Spirit Shop more available, perhaps at every event and particularly prior to the Holidays -the question came up “Are the kids allowed to wear Spirit Shop items to school?”</p>	<p>-Nichole to follow-up with Joan re: the possibility of students wearing some of the Spirit Shop wear to school (jackets and sweatshirts in particular) not to alter the uniform  -Nichole to meet with Julie Hamm to discuss the pricelist of Spirit Shop items and work out the details of how payment should be made etc.  -likely after Julie and Nichole meet, there will need to be a meeting with Joan</p>
<p>Question &amp; Answer Session with the Board for Trustees (BOT)</p>	<p>-Nichole asked the group if there was any interest in having a question and answer session with the BOT in the spirit of transparency and in light of the multiple recent changes -overwhelmingly, the answer was yes</p>	<p>-Nichole will reach out to Kevin Brassard, the Chairperson of the BOT, and organize a round table discussion/Q&amp;A session -meeting tentatively scheduled for Tuesday December 4th @ 6:30pm, location TBD</p>
<p><i>Next Meeting: Tuesday, November 6, 2018 6:00pm-7:00pm Elementary Campus, Teachers Room</i></p>		

Respectfully Submitted:

Nichole M. Mailloux-Guinto

October 23, 2018