

ST. MARY'S VISITATION

Catholic School  Elm Grove, WI

St. Mary's Visitation Parish School's Mission Statement

St. Mary's Visitation Catholic Parish School exists to direct children toward God and toward Christian service to society through Catholic religious formation, academic challenge, and continuous improvement.

SMV Home & School Committee Meeting

Monday, January 9, 2023 5:30pm via Google Meet

- **Call to Order 5:30pm**
- **Attendance:** *Mary Tretow, Annie Bolger, Andrea Stollenwerk, Katy Edwards, Katy Mittlestadt, Kelly Linn, Elizabeth Hagman, and Laura Linn*
- **Opening Prayer & Mission Statement**
- **President's Report** (Andrea Stollenwerk & Katy Edwards)
- **Treasurer's Report** (Annie Bolger, Understudy: Laura Linn)
 - Bank balance as of 12/31/22: \$38,962.94 (see full detail attached to end of agenda)
 - New Tax Exempt Certificate (attached to end of agenda) **PLEASE NOTE NEW NUMBER!**
- **Volunteer Coordinator's Report** (Kim Kolesari)
 - None.
- **Standing Committee Reports**
 - **Hospitality Committee** (Nikki Simon & Danielle Ticcioni)
 - We had a Christmas lunch for the teachers and it was well received. We catered in a pasta bar from Olive Garden and cookies from Crumbl. We hope to do a teacher's lounge "restock" of snacks and drinks in a few weeks and possibly a Valentine's Lunch for the teachers. We haven't fully worked out this idea.
 - **Lunch was well received. Teachers were very happy!**
 - **Scrip Coordinator** (Maren Kleinmann)
 - Teachers and Staff received their SCRIP Christmas gifts at the Christmas luncheon. H&S received Thank You cards for the luncheon and the gift cards. Sharing a few of the sentiments here: "We are blessed to have a wonderful group of volunteers here at SMV." "Thank you so much for the SCRIP cards. They help me so much each year with Christmas gifts for my family. I appreciate all you do for our school." "The thoughtfulness and support of the SMV community is so appreciate!" The Swietliks were able to put the \$ towards their daughter's wedding reception catering too!
 - I'd love to see more SCRIP participation from the H&S Committee! I'm here to help you get started. Using SCRIP adds up throughout the year. You'll love to see the rebate on your tuition bill come July. Then share with everyone how easy it is to use. Start with a grocery card, then keep reloading it. Most other cards are available electronically and easy to use with the RaiseRight mobile app.
 - **Have Scrip and Home and School table at Open House.**

- **Spirit Wear Coordinator** (Katie Schultz)
 - There will be a sale starting within the next week for Auction shirts and Track items. Musical shirts will be sold this winter/spring with timing TBD. A full spirit wear sale will start in late Feb/early March with delivery before Easter.
 - [Verify musical shirt deadline with Katie Schultz.](#)
- **Box Tops for Education & Land's End Coordinator** (Mary Sue Larsen)
 - Received check in Jan for \$216
- **Fundraising & Event Reports**
 - **SMV Cookbook**
 - Cookbooks are still available for purchase in the parish office
 - [Would be good idea to have the cookbooks for sale at Chili Chomp and Open House.](#)
 - **Auction for Education** (Courtney LoCoco, Lora LoCoco, Angela LoCoco)
 - Sponsorship is currently at \$14,450 but we have not checked the H&S mail in the last two weeks.
 - We have two of our top sponsorship levels filled at \$4000 and \$2000 with plenty of \$1,000 sponsorship, but we are still looking for \$5,000 and \$3,000 level sponsorships (leads are welcome).
 - TShirt Sales will start by Monday January 9, 2023. [Need to make sure all correspondence goes through the office as well as social media.](#)
 - Auction ads and requests for donation have been in the virtual backpack, actual backpacks and bulletin.
 - Silent auction items have begun to roll in - currently we have donations from about 30 businesses. We have plenty of others we expect to donate.
 - *One Cause* (company that runs silent auction on phones) call is scheduled for next week
 - Spoken to Mary Tretow and some form of the jail will be present (though the detainees list is still pending). We will have wine pull, gift card wall, cash purse and cash briefcase games and one other monopoly themed game.
 - Settled on Zillies for food. Zillies has provided us with a menu of monopoly themed foods which we will select once the food tasting is complete within the next few weeks.
 - Auctioneer booked - we are working on a DJ (though we could use some information on the AV capabilities SMV already possesses)
 - The Decorating committee meeting is at the school on January 16th at 2:45pm.
 - Live Auction we have:
 - Hawaii Trip
 - 3 Way WI Sports Package (Packers, Bucks and Brewers)
 - Still need to solidify an offering from Fr. Peter and Patrick
 - There are 5 Priests/Seminarians from SMV who have agreed to host a bowling and pizza party in the discernment house (they have their own bowling alley with self-set pins so the priests will be pinsetters)
 - Milwaukee Package we have secured seats within the first 5 rows of a summerfest show with a stay at the Kimpton
 - Catholic Ecology Center Farm to Table Dinner
 - hoping to secure car service to and from
 - Tickets to PAC performance of Frozen with gift certificate to dinner (both items yet to be acquired/purchased) - still honestly hammering this one out
 - Looking for a second trip. In conversation with a couple possible donors for use

of their properties. Pending.

- **Shopping & Dining Out** (Amy Scheidt & Anne Mueller)

- Next dine out: Noodles & Co, Jan 12 4-8pm
 - Feb: fish fry? Not planned yet
 - March: Skip for Auction
 - April: Not planned yet
 - May: Chipotle
- Elegant Farmer raised \$880
- Lou Malnati's raised \$441 (check received in Jan)

- **Chili Chomp** (Amy Henry, Peter Henry, Jake Zappa)

- Friday Jan 27, 5:30-7:30 in cafeteria.
- Chili drop off 4:30-5pm | Judges eat and judge 5-5:30pm | Awards announced 7pm | Clean up at 7:30pm
- As in past years, planning on serving house “mild” chili, hot dogs, noodles, all the fixings, and water, juice, and soda for kids; and beer and wine for adults. We shop at Costco for most items. Not sure of what to expect for attendance- in most recent years there have been around 40 adults and 80 kids. We will budget based upon spending from the last in-person chili chomp (2020)- do you have records of that? [Katy shared budget numbers with committee.](#)
- BINGO and board games for kids - admittedly I've forgotten where the big bin of games is located. [Not sure if board games are in Home and School, have bingo in H&S closet.](#) [Possibly have coloring area for children.](#)
- We will need to check the closet for paper product items already there. (Is the pancake breakfast happening this year? Don't want to take stuff out of the closet that is reserved for that). [Pancake breakfast is happening. Budget was raised to accommodate buying additional supplies as needed.](#)
- We have some adult volunteers already, and will ask Mr. Neuman about kids who need middle school service hours. Volunteers will help set up, serve, and clean up.
- We will contact Mr Fix it to set up a microphone and tables for food & games, as well as coat hangers near the cafeteria. [Mr. Falk should be contacted for microphone, not Mr. Fix it.](#)
- We are working on getting judges. I think Mr Falk is usually in!
- We have had donations for desserts in the past - I will include this on the sign up.
- Questions/thoughts:
 - ❖ 1. We will tape off the stairs to K-4 wing from cafeteria, and we should close doors by library. In past years we tried to get a “hall monitor” but it was a difficult position to fill- attendees want to socialize and eat chili! Unless you feel strongly, we won't get a formal hall monitor volunteer. [Suggest HEAVY tape at stairs to ensure no one leaves the area. Gym and Library wing doors will be closed.](#)
 - ❖ 2. Are we still able to use the kitchen, and warming trays for serving? I'm assuming there's still the sign up and sign out sheet. [Yes, they are available. Mr. Fix-will review this week.](#)
 - ❖ 3. Last time (2020) we did not have prizes for BINGO, and the kids seemed to love it just as much. We plan on NO prizes again this year. [Agreed.](#)
 - ❖ 4. What are the committees thoughts on prizes for chili winners? When Peter

and I took over the Chili Chomp from the Albrecht's, they had obtained gift cards (donations) from the community, and gave a bottle of donated wine as well. Another idea: A monogrammed "chili chomp" apron could be cute for the winner? [Prize for winner is good. Apron is a fine idea!](#)

- ❖ 5. Do you want me to create the sign up genius for family attendance and volunteers? [Kim to help in creation of the sign up genius for this event.](#)

- **New Berlin Bowl** (Trevor & Michelle Thomet)

- Date: 02.03.23, Time: 1pm-4pm
- Lanes reserved beginning of December and confirmed reservation on 01.04.23.
- All lanes are reserved for SMV families to bowl unlimited games within the timeframe.
- Kids can bring clean tennis shoes to wear while bowling (this is encouraged) or borrow shoes from the alley.
- Food and drinks are available for families to purchase on their own if they choose.
- Price increased from last year by \$5/lane. Total is \$40/lane X 28 lanes = \$1,120.00
- Emailed Annie Bolger request for check to pay New Berlin Bowl on date of event.
- We started to market the event on FB this week and will send out flyer and publish in VB for the month of January and first Thursday in February.

- **Father/Daughter Dance** (1st Grade: Jake Zappa, Jessica Brandt, Maria Lewis, Maggie Kordash, Laura Reed)

- **Grandparents Day** (5th Grade: Amy Scheidt, Kathy Driscoll, Krista Linn, Julia Romeiser, Jodi Perrone)
 - [May 25th? Need to verify date with Fr. Peter.](#)

- **Teacher Appreciation Week**

- [May 8th – May 12. Katy M. and Kelly L. to oversee this.](#)

- **Memorial Day Parade** (K5: Jen Nicolosi, Angela Laabs, Eva McCormack, Molly Eldridge, Tessa Schultz)

- **Field Day** (4th Grade: Anne Mueller, Tina Crichton, Sue Olbrantz, Lindsey Konieczka, Colleen Zeidler)

- **8th Grade Graduation Events** (7th Grade: Julia Kearney, Cynthia Clarke, Maren Kleinmann)

- **Old Business**

- None.

- **New Business**

- None.

- **Adjourned at:** 6:12pm

St. Mary's Visitation Home & School Association			
School Year 2022-23			
Town Bank Balance (as of 7/1/22)		\$ 25,000	\$ 25,000
	22-23	22-23	22-23
	Budget	Actuals per QB	Actuals*
Income			
H&S Dues	\$ 8,250	\$ 8,100	\$ 8,100
Soles Walk (Oct 14)	\$ 30,000	\$ 2,599	\$ 2,599
Scrip	\$ -	\$ 3,732	\$ 3,732
Box Tops	\$ -	\$ -	\$ -
Dining Out/Shopping Days	\$ 3,000	\$ 1,604	\$ 1,604
Spiritwear	\$ 1,500	\$ 1,541	\$ 1,541
Trivia Night (Oct 1)	\$ 1,500	\$ 2,335	\$ 2,335
Auction (Mar 25)	\$ 50,000	\$ 5,431	\$ 10,809
Cookbook	\$ -	\$ 125	\$ 125
Interest/Office Misc	\$ -	\$ 1	\$ 1
Total Funds	\$ 94,250	\$ 25,468	\$ 30,845
Expenses			
Teacher Supplies Reimbursement!	\$ (11,500)	\$ (4,545)	\$ (4,320)
Principal Fund	\$ (3,000)	\$ (1,202)	\$ (1,202)
Special Projects/Auction Spend	\$ (50,000)	\$ -	\$ -
High School Scholarships	\$ (4,000)	\$ -	\$ -
Parish Picnic (Sep 18)	\$ (8,500)	\$ (6,896)	\$ (6,896)
Spooks & Spoons (Oct 28)	\$ (500)	\$ 269	\$ 269
Gingerbread House Competition	\$ -	\$ -	\$ -
Chili Chomp (Jan 27)	\$ (750)	\$ -	\$ -
SMV Bowling Day (Feb 3)	\$ -	\$ -	\$ -
Daddy/Daughter Dance (Mar 31)	\$ (1,000)	\$ -	\$ -
Mom/Son Event (Nov 4)	\$ (1,000)	\$ (995)	\$ (495)
Musical (May 11 & 12)	\$ (2,300)	\$ (786)	\$ (786)
Memorial Day Parade (May 29)	\$ (250)	\$ -	\$ -
Field Day (June 5)	\$ (500)	\$ -	\$ -
8th Grade Graduation (June 1/2)	\$ (2,000)	\$ -	\$ -
Grandparents' Day (9)	\$ (1,500)	\$ -	\$ -
Teachers Boxed Lunches (Cub Scouts' Sales)	\$ (1,400)	\$ (510)	\$ (280)
Hospitality	\$ (1,000)	\$ (524)	\$ -
Teacher & Staff Christmas Gifts	\$ (1,750)	\$ (1,850)	\$ (1,850)
Teacher Appreciation Week & Yrs of Service	\$ (2,300)	\$ -	\$ -
Water - Office	\$ (1,000)	\$ (408)	\$ (408)
H&S Operating - Misc.	\$ -	\$ (915)	\$ (915)
Total Expenses	\$ (94,250)	\$ (18,361)	\$ (16,883)
Net Funds	\$ -	\$ 7,107	\$ 13,963
Town Bank Balance (as of 12/31/22):		\$ 38,963	\$ 38,963
Difference = Uncleared Checks		\$ (6,856)	\$ - should be \$0

*Excludes Uncleared Checks
\$ 224.46 Teacher Fund
\$ 500.00 Mother/Son Night
\$ 230.00 Boxed Lunches
\$ 5,377.50 Auction
\$ 523.63 Teachers Luncheon
\$ 6,855.59 Total Uncleared Checks

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WISCONSIN SALES AND USE TAX CERTIFICATE OF EXEMPT STATUS (CES)

(Governmental, Religious, Charitable, Scientific or Educational Organization)

Sales to this organization or entity are exempt from Wisconsin sales and use tax under sec. 77.54(9a) and 77.55(1), Wis. Stats.

This certificate is valid unless cancelled by the Wisconsin Department of Revenue.

CES NUMBER	008-1027305144-02
DATE ISSUED	2/6/1962

IMPORTANT:

Purchases made by your organization are taxable unless you furnish your supplier with the CES number shown above.
Sales by your organization may be subject to tax. If your organization makes taxable sales, it may be required to obtain a seller's permit and remit sales tax to the Department of Revenue.

Questions: Contact the Department of Revenue
by telephone at (608) 266-2776, FAX (608) 327-0232,
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