

2020-2021
St. Philip's Episcopal School
School Home Association Meeting Minutes
Tuesday, October 6, 2020 PM (Zoom)

Members Present:

Jennifer Montoya, Rebecca Macias, Lucy Lopez, Lori Dunnigan, Oana Reedy, Luisa Cernuda, Maria Mogollon, Nancy Desai, Katie Pedrozo, Elayne Norweb, Tom Jelke, Eugenia Peralta, Kristine Reyes, Ashley Thornburg, Denise Font, Emily Fisser, Alicia Perez, Ann Armengol, Monica Tirado, Carolina Ramirez, Debbie Ruiz, Adriana Hernandez, Ana McDevitt, Haydie Andrade, Annie Quesada, Annette Lopez, Reverend Conroy, Mary Snow, Candace Falsetto, Alejandra Vadia, Melissa Dominguez, Laura Cruz, Lawrence Walm, Paola Pacheco, Karine Jaar, Marcia Giordano, Veronica de la Vega.

I. Call to Order

The meeting was called to order at 6:08 PM

II. Invocation

Invocation was led by Reverend Conroy.

III. Officer Reports

- a. President – Jennifer Montoya: Jen welcomed everyone to the zoom call and thanked all of our SHA volunteers from last year, as well as those working as Committee Chairs this year. Jen also reported on overall SHA activity throughout the summer months in preparation for the 2020-2021 school year, working with administration as to if/how we might hold our beloved SHA traditions and events. The SHA Executive Committee met several times, focusing on the Budget and new proposed Bylaws. Both will be presented to the Members for a vote this evening in the meeting. Additionally, Jen mentioned Jocelyn Mahone who has joined our community is heading up communications and advancement, and that Jocelyn will be our SHA contact with administration on a daily basis.
- b. First Vice President - Marcia Hansen: Marcia joined the call late, but Jen mentioned that Marcia's role is to coordinate with our Room Parents.
- c. Second Vice President - Ashley Thornburg: Ashley reported that no longer with the Second VP position handle corporate sponsorships through SHA, but instead this position will assist with fundraising efforts and in particular, ensure a smooth transition for all Be Our Guest and SPES Experiences as a part of the annual galas. Ashley is working with administration on handling the 2020 Gala, so please be on the look out for information if you are either a host or a guest as part of the 2020 Gala.
- d. Secretary – Maria Clara Burbano: Maria Clara reported that she will be responsible for issuing thank you letters to our SHA supporters, donors and sponsors for events. You will hear more about this as we progress through the year.

- e. Treasurer – Betsy Harper: Betsy was unable to attend but Jen mentioned that Betsy handles our SHA budget / accounting. All payments are now through the SHA Venmo. Betsy works directly with Renee Castillo in the business office regarding SHA payments.

IV. Vote on May 20, 2020 Minutes: Motion to approve May 20, 2020 meeting minutes was made by Jennifer Montoya and seconded by Candace Falsetto. Minutes approved.

V. Vote on 2020-2021 Bylaws and Budget: Motion to approve made by Jennifer Montoya, seconded by Luisa Cernuda

VI. Committee Reports

a. Merchandising: Rebecca Millares & Debbie Ruiz

More than 500 masks sold, all have been personally packaged by Rebecca and Debbie, with lots of love, they are working on a website that will be a third party vendor that we will be able to order directly from to purchase SPES goodies, calling it the “Spirit Store”.

b. Halloween Drive By: Oana Reedy, Kristine Reyes & Eugenia Peralta

Everyone is really excited to get the community together for the first event of the year! Our Halloween Parade will include full entertainment on Andalusia between Cordova and Columbus (similar to drop off location). Both sides of the street will be decorated; we will have a party float, DJ, goodies will be given out to children, and a full size family pizza will be provided, with all socially distant protocols in place. Opportunity for families to decorate their cars and participate in the contest. \$100 gift card to each winner of the 3 categories of Silliest, Spookiest and Most Creative. We also will have a class challenge where the class with the most entries will win a \$10 gift card for each child in the class! Sign up via St. Philip’s Episcopal School SHA @SPES_SHA to enter \$50 per vehicle regardless of whether you choose to decorate. Please enter by October 22nd as we will need a list of all vehicles that plan to enter the street. Parade details will be provided upon entry. This is a MUST ATTEND EVENT!

c. Merry Gifts & More: Nancy Desai, Lori Dunigan & Catalina Tirado

Our Merry Gifts & More fundraiser will launch on Monday, October 12th. Stay tuned for ordering details. This year we combined our Charleston Wrap and Evergreens fundraisers and it will run through November 1st. All online ordering this year, no packets will be sent home. Charleston Wrap products will be delivered to your home and the Evergreens will be delivered to a central location near school (not school/campus) and a pickup date/time will be arranged as we have further information.

d. Book Fair: Haydie Andrade, Isabella Marquez & Ena Pereda

The committee is working on logistics and finding the vendor that will work within our needs. Because books cannot be shipped directly to the school, the book fair will be online only this fall and the committee is thinking about hosting a second book fair in the spring. Reaching out to various vendors to be able to ship books directly to each family. This year it will be held for 2 weeks to give families more time, ending on November 13.

e. YearBook: Luisa Cernuda, Cristy Davis & Adriana Hernandez

Luisa provided an update as to the 2019-2020 yearbook. There were a lot of obstacles with the yearbook under the circumstances, but happy to report that the book is in print phase. Hoping to have the book ready by the second week of November for distribution to school families. Ms. Natalie Gonzalez was a big help with all the picture taking as well as all the parents that have uploaded the pictures. Cristy/Adriana – new Co-Chairs for Yearbook this year. A google drive will be set up so parents can upload the pictures this year again as it worked very well.

f. Holiday Bazaar: Lucy Lopes Diaz & Annie Quesada

Looking at venues to host the event off campus, looking at fun vendors - goal is to get the community together in a safe way! Stay tuned!

g. Wellness: Maria Diego, Maura Kobusch & Antonella Machado

No committee members present – Jen mentioned that the Wellness Committee meets throughout the year to consider subjects that are relative to our families. They are brainstorming ideas and we will soon be setting up a virtual seminar. Stay tuned!

VII. Announcements

- a. October 9-12: School Closed Fall Break
- b. October 12: Merry Gifts & More Launch
- c. October 24: Halloween Parade 5:00 pm – 6:30 pm
- d. November 2: Book Fair Launch
- e. November 10: Next SHA Meeting tentatively planned for 8:45 AM

Meeting adjourned at 6:45 pm