SCHOOL OF SAINT MARY

School of Saint Mary Home & School Association

Saint Mary Mission Statement

Guided by the virtues of our Blessed Mother Mary, we form minds and hearts to glorify guide and serve others.

Meeting Minutes

A meeting of the 2026-2027 School of Saint Mary Home & School Association was held on September 1, 2026, in the OLOG Center. The meeting was called to order at 6:35 PM. President Lauren Craft presiding. The following 2026-2027 board members were present:

Lauren Craft	Hillary Hauth	Lauren Brauchie	Rachel Hiles
erin brock-atwood	caitlin Carr	Meredith O'Hare	Lisa Gold
Katie Warne	Laura Andrews	Jimmy Kmetz	Megan Hoffman
Michelle Walker	Alison Birnie	Kristi Kmetz	Mira Georgy
Ray Lewis	Corinn Castro	Margo Griffin	Kendall
Sarah Edwards	Katie LAne	Lauren Hagen	Mordhorst
Christa Cervantes	Meg Cameron	Cailtlin Burns	

Opening Prayer **Lauren Craft**

School Administration Reports

Principal's Report **Ray Lewis**

- *It's been a good start to the school year, beginning so early that by the day after tomorrow, we are 10% done with the school year including In-Service days.*
- *This summer we officially rolled out the entirety of our strategic plan, although many here in the room have been closely involved already.*
    - *Be your Best has helped coordinate several new after-school programs which will support enrichment and provide new academic opportunities for students and will also be working on improving our strategies to recruit and retain excellent teachers.*
    - *Be Supportive has improved the connection between parish and school and helped us sharpen our programming for families including the inaugural Meet the Teacher event. From the school's standpoint, the event was a success and are looking into tweaking the event in the future based on feedback from faculty and participants.*
    - *Be Generous has worked hard to help vision cast a new service program to eventually replace our current service requirements and develop materials to connect families with more service opportunities.*
- *Use the terminology Be Your Best, Be Supportive, and Be Generous with your students at home especially when there is a teaching opportunity for behavior.*
- *Three new hires, Lauren Kelly, Laura Andrews and Bobby Babcock. Ms. Kelly and Mr. Babcock are new to the Saint Mary faculty and Mr. Babcock to the community as a whole and have expressed tremendous gratitude for the community.*
- *Please continue to sign-up to volunteer in the cafeteria, our cafeteria is unique and provides a special product to our students but depends on reliable volunteer work to function to its fullest. Ms. Vina Gable has taken on manager duties in the cafeteria.*

Teacher Representative **Michelle Craig [Given by Sarah Edwards]**

- *Thank you for feeding the teachers, they appreciate it!*

Preschool Representative **Caitlin Carr**

- *The preschool play date went really well, and the new families were welcomed!*

Reports of Officers

President's Report **Lauren Craft**

We are excited to embark on this new year!

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- *Great work to everyone on completing our Google Doc Agenda! This made it quite seamless for me to print and bring to the next meeting.*
- *Huge thanks to Caitlin Carr and Corinn for providing food for teachers and for chalking up our sidewalks for the first day of school!*
- *Thanks to the Carpenters for supplying coffee for Coffee and Donuts on the first day of school.*
- *Thanks to everyone who volunteered at the Back-to-School Picnic!*
  - *The Lane family, Birnie family, Hiles family, Macha family, and Michelle Walker helped clean up, which is especially helpful. It is really special to see how everyone is so generous with their time, especially in the moment.*
  - *The Mordhursts picked up evaporated water coolers, and I didn't quite know how to set them up, so the Machas and Kyle Upton were incredibly helpful. Anna Kallstrom supported me by calling Alan Bryan about hoses and electricity for these coolers as well. 8th graders helped unload my car. 6th grade volleyball team helped set up. 6th Grade parents were very helpful as well! Everyone pitching in and being supportive, being generous and being their best truly does make our school special.*
  - *Next year, we may re-name our Back-to-School Picnic to Welcome Back picnic. There is also chat about the picnic being hosted before school starts, at the same time as Meet the Teacher. My gut reaction to that was worry that we wouldn't have enough volunteers and perhaps not as many attendees, but I am curious if you all have thoughts about that.*
  - *If so, we can make this a discussion point for the end of the meeting as since this might be a long one.*
- *Massive thanks to Michelle Walker for all of her support this summer. She is an immense wealth of knowledge and drops everything immediately to be supportive and ensure things will run smoothly.*

Now onto a little more business:

- *Shared Credit Card & Financial Practices: This is our biggest update. Our church office will no longer provide reimbursements unless absolutely necessary. We now have a school credit card that can be checked out from Principal Lewis. If you would like to place an order via Amazon, Walmart, Sam's, Oriental Trading etc., we would like you to go through a new Home and School Role - the purchaser.*
  - *Huge thanks to Katie Warne, Michelle Walker, Ray Lewis, Kristin Prato, Meg Cameron, Courtney Leonard for the meetings we had over the summer trying to brainstorm and determine best practices.*
  - *Meg Cameron will act as purchaser for this year. She is usually in the building most days but asks for leeway during MaryFair week.*
- *Home and School Finances: I want to take just a minute to give everyone some context about our Home & School finances.*
  - *A few years ago, Home & School had a very large surplus—more than $80,000. Over the past three years, the Home & School Board, working closely with school administration, made a deliberate effort to invest those funds into our school and our students. Some of those investments included important school needs, such as our new cafeteria tables.*

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- *Last year, we did not meet all our fundraising goals, while still following through on the budgets that had been approved. That brought us to a much smaller surplus at the end of the year.*
- *This year, our goal is to be thoughtful and responsible with both our fundraising and our spending. We have intentionally tightened our budgets and set more realistic fundraising expectations, with the goal of rebuilding a modest reserve of approximately $10,000.*
  - *One thing I want everyone to understand is that our budgets are not necessarily set in stone. We want to be good stewards of the money our families raise. If a fundraiser brings in less than expected, we may need to adjust or eliminate a planned expense. Likewise, if one area comes in under budget, we may be able to redirect those funds to another Home & School priority later in the year.*
- *So, when you receive an end-of-year budget survey or have an opportunity to use your committee's budget, please take those seriously. We want to make sure the money our families work so hard to raise is being put to good use.*
- *Our goal is to be both generous and responsible—both supporting our school and our students while also making sure Home & School remains financially healthy for years to come.*

- *I am excited to welcome Katie Warne, our new treasurer! She is off to a very strong start, and she plans to attend our meetings and give us updates on our budgets.*
  - *I would also love to hear where you are all at in terms of your budgets because I think we can work together with creative ideas to support one another.*
- *Also - our Home and School closet is full of items that we can use and re-use. I am considering creating an itemized list of what is in the closet so you can look at it and update it. For example, we have oodles of napkins. Please don't purchase napkins. Please use the Home and School closet for that. I also tried to label some of it - Field Day, Trunk or Treat, etc. to keep it organized. There is also a big metal table in there - I am not sure if we want/need that.*
- ***New Role: ParentSquare Communications Coordinator-Mira Georgy has volunteered for this role and will work with Lauren to set up access and parameters***

VP Ways and Means **OPEN**

- *We are looking for a VP. If you are interested, please let me know.*

Secretary **Erin Brock-Atwood**

- *No Report*

Treasurer **Katie Warne**

- *I am really excited to take on the role of treasurer this year!*
  - *The Board has been working hard all summer to help roll out our new policies and procedures that will assist our accounting team at the church, provide transparency for our H&S committees and members, and keep our organization running.*
  - *As you know, all purchases should now be made with our new H&S credit card, please refer to the credit card procedures document for details.*
  - *Please come to me with any questions or concerns regarding the process or with your committee's budget.*

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- *I will be reaching out to most committees with a simple tool for you to track your own expenses. I'd love each of you to be actively involved in maintaining your own budgets, but I am always available for questions.*

- *The linked spreadsheet includes all our most up to date income and purchases.* 2026 2027 HS Budget to Actuals Tracking Live File.xlsx
- *The overall message is that we are on track with our budget thus far.*
  - *We closed out last fiscal year with a balance of **$3,196.93**.*
  - *We received **$32,450** from registration for H&S Dues, Pizza Day Fees, Yearbook Sales, and Field Day income.*
  - *Additional income From St. Mary Store/Crestwear and Raise Right totaled **$1,296.77**.*
  - *We spent **$5,108** with the biggest expenses going towards Teacher Stipends and the Back-to-School Picnic.*
  - *This leaves us with an approximate cash balance of **$31,835.70**.*

Advisor **Michelle Walker**

- *No Report*

School Board Representative **Erin Brock-Atwood**

- *The first SAC meeting of the year was held on August 11, 2026.*
  - *New board members were elected, and discussion was held regarding new committee member selection.*
  - *The annual report was distributed earlier this year and exceeded all expectations, and special thanks were given to Sarah Edwards for spearheading the compilation and design of that document.*
  - *Focus will be on implementing the Parish and School strategic plans and strengthening the partnership between those two entities.*
  - *We were also informed that the Superintendent will be retiring at the end of this year.*

Reports of Committee Chairs

Grants Coordinator **Christa Cervantes/Hillary Hauth**

- *New Voting Process this year*
  - *Mr. Lewis will vet all grant requests prior to submission to the Board*
  - *All Grants will be presented in the meetings and then the votes will be sent out electronically for confidentiality.*
  - *We will be asking staff to send individual grants for each item*
- *Starting Budget for grants is approximately **$7,231.20.***
- *The following Grants were presented at tonight's meeting*
- ***1 Grant Approval Requested: 1 Passed/ 0 on Hold/ 0 Failed***
  - ***Mrs. Bloomfield** has requested White T Shirts for **$110.00**. The white T-shirts will be used for the 2nd grade students to tie-dye in May and wear for Field Day. This has been a 2nd grade tradition for the past 16 years and gives students a fun keepsake to remember their time in 2nd grade. The activity supports Saint Mary's value of forming community while also giving students an opportunity to practice following multi-step directions and reinforce lessons involving the color wheel and color mixing. The shirts are currently approximately $3.42 each at Hobby Lobby, and the school's tax-exempt status can be used for the purchase.*

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- ***Passed unanimously via electronic voting***

- *Grants passed total **$110.00**. After the approval of this grant, H&S has a remaining grants balance of approximately **$7,121.20** available*

Athletic Coordinator **Glennis Williams/Sarah Frucci**

- *We had a great turnout with the team/sport field requests! Thank you to everyone who submitted one.*
- *We are already working on plans for basketball uniform try-ons.*
    - *I spoke with Mrs. M, and the plan is to hold try-ons on Wednesday, September 23, and Thursday, September 24.*
    - *The goal is to have all uniform orders submitted no later than October 3rd, so everything arrives well before the season begins.*

Bingo Coordinator **Michelle Walker/Kate Hofland/Katie Schauf**

- *November 20th is the date currently*

Buddy Family Coordinator **Hailey McDuffie**

- *No Report*

Campus Beautification **Kate Hofland**

- *The goal for this year will be repainting the map and rosary on the concrete slab on the south playground.*
    - *Due to other projects/deadlines, I am looking at early spring to take this one on.*

Crest Merchandise/Spirit Wear **Casey Thul/Caitlin Carr/Whitney Parr**

- *Yard signs are for sale for $20*
- *Patches are on order, please order from Schooleys*
- *Posting items that are available*

Christian Ministry **Laura Andrews/Alison Birnie/Stephanie Traylor**

- *This month we celebrate the work of St. Jude Children's Hospital with our annual fundraising competition. Each grade is also beginning to learn about their service focus for the year.*
- ***St. Jude Events:***
    - *Friday, 9/11: Shawna Rocco speaks after all school mass about St. Jude experience*
    - *9/14- 9/24: Students begin laps for St. Jude at recess. Every 5 laps = 1 vote for the teacher of their choice to spin the Wheel of Doom*
    - *9/14-9/24: Students will make cards for children served by the St. Jude affiliate at St. Francis Tulsa*
    - *9/21- 9/24: Students vote with their dollars at drop off for the teacher of their choice to spin the Wheel of Doom*
    - *9/25: School assembly where winning teachers spin the Wheel of Doom and fundraising totals are announced.*
    - *9/26: St. Jude Walk at ONEOK Field, 8:30-12*
- *Please encourage your friends and family to buy a SOSM St. Jude shirt, vote in our fundraising competition, and participate in the city-wide walk on 9/26!*
- ***Upcoming Christian Ministry Events by Class:***
    - *Sept TBD- 6th grade field trip to Little Light House [Kindness]*

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- *Sept 24- Jackie Fusco speaks to 1st grade [Homelessness]*
- *Sept 28- 1st grade field trip to Outreach Center [Homelessness]*
- *Oct- 2nd grade canned food drive for Food Bank [Food Access]*
- *Oct 6- 2nd grade field trip to Meals on Wheels [Food Access]*

Event Coordinator **Dalia Georgy**

- *No Report*

Father Daughter Dance **Michelle Walker/Rachel Hiles**

- *Scheduled for April 9, 2027. Please let me know if you know of any conflicts.*

Field Day **Julie Uriarte/Michelle Walker**

- *Michelle and Julie will remain Field Day Chairs for this year and next year, and will step down at the end of the 2027-2028 school year*
- *Planning will begin for this school year closer to Field Day.*

[Enrichment] Field Trips **Wendy Alexander/Lauren Craft**

- *Enrichment changed its title from Enrichment to Field Trips due to the Be Your Best strategic planning committee labeling the new after school program as enrichment.*
  - *Field Trips now has an email address: hs.fieldtrips@schoolofsaintmary.com.*
  - *We sent the teachers an email asking them to send us their expected field trips for the year so that we can financially plan accordingly.*
  - *We hope to hear from teachers by October 1st with their field trip plans. From there, we will see if there are any opportunities to bring speakers to us!*
  - *If you have any thoughts or suggestions, please reach out to Wendy Alexander and Lauren Craft.*

Grandparents' Day **Mira Georgy/Stephanie Harrison**

- *This is the "off year" and so there is no Grandparents' Day until Spring 2028*
- *Christmas Cards will be sent out this year as previous years*

Heartwarmers **Megan Hoffman**

- *Megan will do a Facebook post each month to introduce myself and remind people what heartwarmers is and who to contact.*
  - *We need to ask Pat if I can have teacher addresses for future deliveries*
  - *We sent flowers and a card to Michelle Craig after her father passed and her mother was diagnosed with breast cancer.*
  - *Have blank cards that kids can color- I never distributed them last year- would love insight in how to best pass these out. Each classroom? Art class?*

Hospitality/Teacher Appreciation **Caitlin Carr/Corinn Castro**

- *We had a great start of the year with the teacher's breakfast! They all seemed pleased!*
- *Caitlin and I stocked the teachers' lounge for the month of August but will plan to have a different grade each month provide snacks/drinks or cash donations for the rest of the school year.*
  - *We have reached out to the homeroom parents, and they know their assigned months!*
  - *We have some fun ideas for teacher lunches for the fall*

Mother Son Game Night **Hailey McDuffie/Katie Lane/Meg Cameron**

- *To be determined as this is still in the planning process*

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Pizza Day **Glennis Williams/Danielle Morelli**

- *First pizza day is September 16th*
    - *Forms to fill out will be sent to each teacher by September 9th*
    - *A good reminder, extra slices can be purchased by must be requested in advance*
    - *We are excited and ready!*

RaiseRight **Katie Schauf/Michelle Walker**

- *Rebate checks will be sent home next week*

Restaurant Night/Fundraisers **Katie Lane**

- *The first restaurant fundraiser for the year is Thursday, September 10 at the Chick-Fil-A at 42nd and Peoria. It will run all day, and up to 20% of sales will go back to SOSM. The more participation, the higher the percentage!*
- *Please help spread the word: tell your friends and family, get a group together to eat out, cater a work lunch, send a reminder to your grade group texts, etc. Thank you!*
    - *The flyer has been shared in the FYI, the Parish Friday Email, on the Parents FB page, and flyers will be going out the week of.*
    - *And…the cow will be making a visit again on the 10th! :)*
    - *Both locations participate as well as online ordering*

Spirit **Meg Cameron/Lauren Brauchie**

- *First Popcorn Day is October 9.*
    - *We will give each class popcorn at the end of the school day.*
    - *We need volunteers to help pop and assemble the bags from 1-3pm that afternoon.*
    - *Please let Meg or Lauren know if you're available.*

Tennis Tournament **Meredith O'Hare/Kendall Mordhorst**

- *The Saint Mary Tennis Classic will be held on April 23, 2027, at LaFortune Tennis Center. We would love to have Saint Mary moms join us and play in the tournament*

Trivia Night **Maggie Gabel/Megan Neely**

- *Trivia Night will be held on February 5, 2027. Stay tuned for more details, would love ideas for a theme!*

Trunk or Treat **Margo Griffin/Kristyn Dixon/Stephanie Harrison**

- *Trunk Or Treat will be on October 30 from 6 PM to 8 PM.*
    - *We are waiting to hear back from The Knights of Columbus to help us provide hot dogs, chips, and water for the event.*
    - *An email will go out on September 1 requesting trunk hosts.*
        - *Our goal is 20 to 25 trunks.*
    - *We will coordinate Security again this year.*
    - *Candy collections will begin on October 19.*
    - *We will start advertising in the FYI, and in the church bulletin at the beginning of October*
- *We are trying to brainstorm different ways to make this year fun and unique. Some ideas we've had:*
    - *make a boneyard out of the big field, and make it some sort of game or scavenger hunt*
    - *Possibly purchase giant skeletons.*

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- *We would love any input or suggestions on how we can improve this year.*

Uniform Cart **Emily Reh**

- *The location of the uniform closet moved this year.*
    - *It is located just outside of Mrs. Stoops's classroom, next to the stairs going to the middle school.*
- *We have received several donations in which families continue to pull from this resource. The inventory is coming and going - doing exactly what it's designed to do!*
    - *We are working on improving the organization of the clothes by size to make it easier for families to find the size they are looking for. This should also (hopefully) keep it more neat after folks visits to the closet.*
    - *If you have any other suggestions for our team to consider (aka Emily, Jeff, and Lauren) please let us know.*

Yearbook **Kate Hofland**

- *The Yearbook is excited to kick off the 26/27 school year!*
- *Just a reminder that parents are the most helpful tool for creating the yearbook, as they are the picture-takers documenting all the fun their kiddos are having at Saint Mary.*
    - *Please take the time to submit photos and encourage homeroom parents to do the same.*
    - *I am missing many class pics from Back-to-School parties, so please send along if you have a copy. Thank you all!*

Meeting Adjourned at 7:57 PM

Next Meeting will be October 5, 2026, at 6:30 PM in the Maria Goretti Room