

***Mary of Nazareth Catholic School***

***HSA General Meeting Minutes***

***September 4, 2025***

**Prayer and Opening Remarks**

Krysia Novotny, HSA President

*God of wisdom and might, we praise you for the wonder of our being,* *for mind, body and spirit. Be with our children as they begin* *a new school year. Bless them and their teachers and staff.* *Give the strength and grace as their bodies grow; wisdom and knowledge to their minds*

*as they search for understanding; and peace and zeal to their hearts.*

*We ask this through Jesus Christ our Lord.*

*Amen.*

* Ms. Novotny introduced the members of the HSA and explained all the HSA does for the Mary of Nazareth community.
* A big thank you for the successful used uniform sale and the Mustang Alley updates.
* A reminder that we are always looking for additional volunteers for all of our events.
* Sponsors are needed for Race for Scholars and the Golf Event.
* A reminder to pay the HSA dues and CAF fees and what each of those fees cover.
* The next Restaurant night will be head at Germantown Ledo’s on September 24th and 25th.
* A reminder that when the whole community comes together, we can achieve anything.

**Treasurer’s Report**

Kirk Kincer, HSA Treasurer

* The HSA 2025-2026 budget (i.e., money collected through fundraisers, fees, etc) was

shared in the weekly newsletter in advance of today’s meeting, and paper copies were provided at the meeting to attendees. No questions were raised regarding the budget and the 2025-2026 budget was passed unanimously.

**Secretary’s Report**

Megan Coughlin, HSA Secretary

* A motion was put forth to revise the HSA Bylaws to allow a former HSA member to serve one additional term in the same position they previously held. The suggested revisions were shared in the weekly newsletter in advance of today’s meeting. No questions were raised regarding the modifications and the revised HSA Bylaws were passed unanimously.

**Nominating Committee**

Daniela Diaz and Natalia Godoy, Chairs

* The Nominating Committee introduced themselves and explained what the duties of the Committee entail. They also asked for another volunteer to join them.
* The announces that the Second Vice President and Secretary Position on the HSA will become open for new members at the end of this school year. More information will be shared in the following school newsletter.
* The explained the role of HSA President was not officially filled at election time last year, and that Ms. Novotny was in this role temporarily.
* The Nominating Committee then asked for any nominations for the HSA President role and a community member nominated Ms. Novotny. Ms. Novotny accepted the nomination, expressed her gratitude, and stepped out of the room to allow for a vote.
* The First Vice President then called for a vote to elect Ms. Novotny as the HSA President. No questions or concerns were raised regarding the vote and Ms. Novotny was elected the HSA President by the MoN Community.

**Principal’s Welcome**

Michael J. Friel, Principal

* Mr. Friel welcomed and thanked everyone for attending the HSA meeting, and he thanked the HSA members for all they do for the MoN community.
* Mr. Friel gave a [presentation](https://d.docs.live.net/fa38afd13fabe952/Desktop/HSA/Parent%20Volunteer%20Letter%202025.pdf) regarding volunteerism at Mary of Nazareth.
* Dave Hoop, Centennial Protection, was available to speak with parents with questions regarding safety and security in the library during the HSA meeting. Mary of Nazareth is leaps and bounds above other schools in regard to safety issues. A reminder that if you see something to say something and to use your judgement.
* Reminders: please stay off your phone while on campus, especially while driving. Drop off your kids early and please listen to adults on duty. Continue to follow carpool protocols and please read the newsletter each week.
* Mary of Nazareth currently requires zero volunteer hours. This could change in the future due to lack of volunteers, and we would be in line with other catholic school in our area as they require volunteer hours.
* Many school upgrades have been made over the summer; a few to name are: The Pre-k classrooms, additional security cameras, new dismissal benches, the KFC bathrooms, a new pavilion.
* Mr. Friel thanked parents for their continued devotion to the school.
* New SOPs are being created for each HSA event to assist volunteers.
* All MoN faculty and staff were introduced.
* The administrative team is looking at the guidelines for Spirit Day to determine the best course of action in the spring. A committee is looking at the following:

1. Role of Parents

2. Role of Teachers

3. Budget and Spending

4. Is this a dance contest or a spirit contest?

5. Length of grade level spirit skits should be uniform

6. Scheduling Practice to avoid classtime

**Development Office Report**

Sarah Muir, Development Director

* The Development’s Office mission and role is to help grow the school.
* Last year Mary of Nazareth raised over $342k between the Annual Giving campaign and the Auction.
* Our fundraising efforts, which include the Annual Giving campaign, are essential to keeping tuition costs manageable, enabling new initiatives, promoting professional development of our teachers and to give the best possible education to our students.
* We celebrated 30 years at Mary of Nazareth last year!
* Annual giving campaign will be sent out soon and the goal is 100% participation!
* Save the Date for the 2026 Benefit Auction: April 18th, 2026. The theme will be black and white and red all over.
* Ms. Kristy Traini was introduced as the new Development Office staff member.
* Please reach out to the Development Team if you have any questions at development@maryofnazareth.org.
* As always, thank you for your generosity!

**Closing Prayer**

*Father, We give you thanks that you have allowed us to work together and serve you during this meeting.  We ask your blessing upon our endeavors, and upon all present today.  May your love and grace continue to guide us, in everything that we do, today and in the future.  We pray in Jesus’ name, Amen.*