



All Saints Catholic Academy
All Saints Parents' Association (ASPA)

Meeting Minutes

September 14, 2026

Meeting Called to Order

Ms. Melanie Lucero and Ms. Katherine Preze (Co-Presidents) called the meeting to order.

Introduction to All Saints Parents' Association (ASPA)

Ms. Preze discussed the role of ASPA and how it supports the school, students, and staff. It is open to all parents and guardians of current All Saints Catholic Academy (ASCA) students. ASPA plans events, as well as supports the students, school community, and teachers. There are 14 sub committees for this school year, along with the ASPA Executive Board's special projects. The 2025-2026 ASPA Executive Board includes Ms. Lucero and Ms. Preze as Co-Presidents; Ms. Deanna Duncan as Treasurer; and Ms. Therese Berger as Secretary. Thank you to all committee chairs and volunteers.

New Business

Giving Tree

The Teacher Appreciation Committee Chairs (Ms. Deanna Duncan, Ms. Abigail Flynn, and Ms. Lauren Kelly) discussed the plans for this year's Giving Tree. Historically, the Giving Tree is set up near the Welcome Desk during Parent/Teacher Conferences in October. Parents can take an "apple" from the Giving Tree. Each apple will have an item from the Teacher Wish Lists. Parents can then purchase the item(s) and drop-off the item(s) at the Welcome Desk the following week to be delivered to their child's teacher. Ms. Duncan said it will look a little different this year and resemble an "orchard." Thank you to all parents who participate in the Giving Tree for ASCA teachers.

Faculty Favorite Things List

Ms. Katherine Preze discussed the "Faculty Favorite Things List." She said it now includes a few updates, including birthdays and allergies. Ms. Preze announced that 96% of the staff has completed the survey. The goal is to have the final list to share with ASCA families by the first week of October.

Faculty Christmas Bonus Collection

Ms. Preze discussed the upcoming Faculty Christmas Bonus Collection. She explained how it is a school-wide collection for the staff's Christmas Bonus. It is split depending on if the staff member is full-time or part-time. All staff (teachers, classroom aides, support staff, nurses, and custodians) receive a portion of the bonus. Last year, 53% of families participated and the average donation was \$104/family. It was the largest collection to date. Over \$18,000 was split among 45 staff members. A flyer for this year's collection will go home in backpack mail the first or second week of November.

Surplus Funds Update

ASPA has a surplus in funds thanks in part to the success of the Uniform Resales. The Executive Board is looking for ways to spend the surplus, ideally on the students. The Executive Board is not going to take on any large capital projects but has reached out to all of the specials teachers to see if they need anything for their classrooms. Mrs. Magana and Mrs. Aloisio requested 12 wobble stools for the Special Services Department that were ordered last week. The Executive Board is also working on a fun event for the students this winter. Stay tuned for more information.

Reimbursement, Budget, and Treasurer Updates

Ms. Duncan reminded Room Parents, New Family Welcome Ambassadors, Art Awareness Leads, and Committee Chairs to please submit expenses directly to her. She reminded everyone that All Saints does not reimburse sales tax per the Diocese. Please reach out to Ms. Duncan with reimbursement questions. ASCA has a tax-exempt Amazon account for large schoolwide purchases. If you are a committee chair and have a sizeable Amazon order, please out to Ms. Duncan, Ms. Lucero, and Ms. Preze for approval. ASCA has a State of IL tax exempt certificate which is strictly used for school purchases only. It cannot be used for personal purchases. The form can be used in-person at local retailers but it cannot be used online. If you need a copy of the form, please reach out to Ms. Duncan.

Secretary Reminders

Ms. Therese Berger (Secretary) reminded Committee Chairs to please send her any updates by Wednesday evening that they would like to be included in Mrs. Bajek's "Weekly Reminders" email that comes out every Sunday morning.

Volunteer Reminders

Ms. Preze reviewed volunteer requirements and reminders. All volunteers must be up to date on their Virtus account and have their background check complete. The background check can take about two weeks, so please make sure to complete the requirements a few weeks in advance to give yourself enough time. Additionally, volunteers must always wear their volunteer badge while in the school building. The badge should be in a visible place so that teachers and staff can see it. Volunteers must also stay in their designated volunteer area and arrive at the school at their scheduled time. If it is your first time volunteering at the school, you will need to bring your photo identification.

Committee Overviews and Updates

Art Awareness

The committee co-chairs are Ms. Terri Hannemann, Ms. Jenn Venta, and Ms. Meghan Cappetta. Art Awareness is a program that introduces K-5 students to the great artists of our past. Classroom/grade level volunteers are needed to coordinate and lead lessons two to three times per year.

Book Fair

ASPA hosts two book fairs each school year. The first book fair will be Scholastic and the second book fair will be Ignatius Publishing, which is a Catholic Book Fair company. All proceeds from the sales go directly to the ASCA Library. Each homeroom is invited to preview and shop the book fairs with their class. The book fairs need many parent volunteers. This year's Fall Book Fair is scheduled for Tuesday, October 20th – Friday, October 23rd.

Catholic Schools Week

Ms. Bethany Howe (Committee Chair) discussed the upcoming Catholic Schools Week. Catholic Schools Week is led by the teachers and supported by ASPA. In the past, ASPA has provided snacks, lunch, and assemblies throughout Catholic Schools Week. Every year, Catholic Schools Week is held the last week of January. Ms. Howe said that she has secured an exciting assembly (Wheel of Wisdom).

Community Outreach Committee

The committee chairs are Ms. Therese Berger, Ms. Kendele Hickombottom, and Ms. Ashley Elder. Ms. Berger discussed the role of the committee and upcoming events. Bernie's Book Bank Used Book Collection is scheduled for Thursday, October 1st – Friday, October 16th. Operation Support Our Troops Halloween Candy Collection is scheduled for November 2nd – 4th. Cradles to Crayons Children's Coat Drive will be also be in November. The Hosed House Advent Collection will be in December. Martin Luther King Jr. Day of Service will be on January 18, 2027. There will be Feed My Starving Children time slots to sign up for, as well as the card-making event at the school. The committee is also trying to plan an additional service option for families.

Daddy Daughter Dance Committee

Ms. Katherine Preze and Ms. Melanie Lucero are the committee chairs. The annual Daddy Daughter Dance is typically held each spring in the ASCA gym. All current ASCA girls are invited to attend with their father or father figure.

Grandparents Day Committee

The committee chair is Ms. Jackie Hasse. Grandparents Day is always a well-attended event. Parent volunteers will be needed.

Holiday Shop Committee

The Holiday Shop is typically the first week of December. All proceeds from the Holiday Shop go back to ASCA.

Mother & Son Event

The committee chair is Ms. Ashley Canty. The Mother & Son Event is typically held offsite in the spring.

New Family Welcome Committee

The committee chair is Ms. Ondrea Grill. Ms. Grill explained that the role of the committee is to reach out to all new families at ASCA and be their point of contact. Each grade level has two volunteers who assist in welcoming new families and planning a grade level get-together over the summer. Ms. Grill said that the summer meet-ups were successful. The New Family Welcome Committee was also present at the Uniform Resale to answer questions about uniforms.

Room Parents and Room Parent Manager Committee

The committee chair is Ms. Katherine Preze. All room parents have been selected. Halloween party planning will begin.

Scrip/Raise Right Committee

Ms. Preze explained Scrip (formerly Raise Right). Please reach out to Scrip@ascacademy.org to get started. It is a great way to earn credit towards your school tuition while shopping at the stores you would normally shop at anyway.

Sunshine Committee

The committee chairs are Ms. Therese Berger and Ms. Ashley Elder. Ms. Berger explained the role of the committee, which is to embrace all members of our school community to celebrate with them or remind them that they are supported in life's difficult moments. The committee recognizes members of the ASCA family that are going through big life events, such as marriage, birth of a child, illness, or death.

Teacher Appreciation Committee

The committee chairs are Ms. Deanna Duncan, Ms. Abigail Flynn, and Ms. Lauren Kelly. The Teacher Appreciation Committee plans, coordinates, and executes four to six teacher/staff appreciation events throughout the school year. Some events include the Back to School Lunch in August; Parent/Teacher Conference Dinner and Giving Tree in October; Christmas Party in December; and Teacher/Nurse Appreciation Week in May. The committee partners with the teacher liaison and school principal to ensure events are well-received by teachers and staff.

Trunk or Treat Committee

This year's Trunk or Treat event is scheduled for Saturday, October 24th. Additional information will be coming out soon. Please consider signing up to be a "trunk." Trunk set-up will begin at 10:30AM. The event will run from 11:00AM-12:30PM.

Uniform Resale Committee

The committee chairs are Ms. Laura King and Ms. Melisa Zeunert. Parents can donate gently used uniform items by placing them in the bin at Door 1. ASPA hosts two to three uniform resale events each school year. Ms. Zeunert discussed the committee and said that the committee brings in about \$5,000 each year for ASPA. Each item is priced at \$5. Please remember to only donate gently used items with no holes. The next Uniform Resale Event will be on October 24th from 11:00AM-12:30PM during Trunk or Treat at ASCA. Thank you for all of your donations.

Upcoming Events and Volunteer Opportunities

Volunteers will be needed for the Fall Book Fair, which will take place on October 20th – October 23rd. Additionally, please consider signing up to be a "trunk" at ASCA/s Trunk or Treat, which will be on October 24th. Volunteers will also be needed for Grandparents' Day, which will be on November 24th. The Holiday Shop will be the first week of December and also requires parent volunteers to run smoothly. Ms. Preze and Ms. Lucero thanked everyone for attending and concluded the meeting.

Next Meeting

The next ASPA meeting is scheduled for January 13, 2027, from 8:15am-9:45am.