

# Hillsborough Elementary School Home and School Association September 2022 Meeting 9/21/2022

Meghan Valeo, HSA President, opened the meeting at 7:06pm.

## Welcome

There were 13 people present at the meeting. To kick off the year, everyone went around and introduced themselves & their kids.

## Minutes

June 2022 meeting minutes were approved and are posted on the website and on Konstella. (<https://www.heshsa.org>). Mrs. Hopson made a motion and Liz Kozack seconded; minutes were approved.

## Community Pass/Konstella

QR codes were posted at the meeting and attendees were encouraged to spread the word to join. Younger grades, especially kindergarten, have had light sign ups so far. All HSA sign ups managed through Community Pass at this point. It was highlighted that Day/Cycle info was previously posted in Konstella and was very helpful for parents. This info is manually loaded and a lot of administrative overhead where there is a closure (snow day). The board will brainstorm alternatives to make for easier maintenance. In the meantime, information is also available in Genesis.

## Committee Chairs/Volunteers

There are a number of open committee chairs. Emails will be sent out soon to anyone who has signed up to chair / volunteer for a committee soon.

The Halloween Trunk or Treat chair is still open and must be filled soon in order to prevent cancellation. ARIS has been reserved for the event for 10/28. It is not a time consuming event to run; the chair will need to determine how many trunks will fit in the lot and assign time slots for the trick or treaters. Email will be sent out to parents looking for volunteers.

Mrs. Moore will continue to chair the sunshine committee and the budget was confirmed later in the meeting to be \$300. This committee sends cards to staff members for major life events and provides a gift card where appropriate.

## Class Parents

We're in good shape overall here. There are still 4 classes (primarily kindergarten) that do not have any volunteers. Each class will have one main parent responsible for birthdays, parties, etc. A co-chair is assigned for each party. Emails to class parents / co parents will go out this week. A virtual meeting will be planned for all class parents to discuss parties and their role. Class parents receive \$50 to cover expenses for the Halloween & Holiday parties.

Party timing & logistics:

- Halloween - 10/31 - craft only (no food)
- Holiday - 12/23 (half day) - Crafts should be winter themed (snowflakes, penguins, etc). This year, snacks must come from a pre approved list of prepackaged food items provided by Mrs. Eckstein & Nurse Piscadlo. This will simplify parties greatly by reducing time spent providing and reviewing ingredient lists against classroom allergies.
- End of year - 6/22 (half day) - pizza party funded by the HSA

## **Halloween Event**

Halloween falls on a Monday this year. Logistics around the parade / party timing will be looked at further. Tentatively looking at having the parade in the AM, party in the PM. The Halloween party is craft only (no food).

## **Fall Book Fair**

Scheduled for 1st week in Dec (1st-9th). Dates include set up / break down of the event + full 6 day cycle. Event will include a family night.

## **Beautification Committee**

Beautification committee has been hard at work planting new flowers and sprucing up the outside prior to the school year starting. The lack of rain this summer impacted some of the work last year, but Liz and Wendy continue to water.

Goal continues to be to involve kids and have it really reflect that we are an elementary school. There will be volunteer opportunities throughout the year & teachers/classes will have opportunities to participate.

Projects planned for this year:

- Planting
  - Liz continues to visit local nurseries to take inventory off their hands that hasn't been sold. She has been researching NJ native plants for winter sowing projects
  - Mrs. Eckstein is working to have the trees planted
  - The garden will be moved
- Drought proof projects
  - We will be painting the posts by the 3rd & 4th grade wing to look like pencils. Lisa will be pickup up the paint this weekend and we will be looking for volunteers to help soon.
  - Fence post project will continue this year; they look great clustered and provide great color and visibility from the street
  - Kindergarten classes & new kids will paint small rocks to continue to build out the river of fish
  - Bigger rocks will be decorated and placed around the front
  - Bench has been ordered and will be painted a bright, happy color
  - We are brainstorming ideas for a wooden decoration (star, seasonal) mounted to the building, similar to those at Sunnymead & Woodfern.

Andrew described a canvas he's seen at another school. It was 3 large canvases with blown up action shots of the students. It looked cool and is something to keep in mind as a potential project.

## **School Supply Fundraiser Outcome**

School supply fundraiser made about \$330 and the check should be sent directly to school. Andrew will keep in touch with Mary Lynn. We have secured same rate for later this year.

## **Treasurer's Report (Fundraising Ideas/updates) Restaurant Nights**

Andrew shared a copy of last year's actual vs planned budget. \$2500 in the red, but good considering we were not in a normal cycle of activities / fundraising. A copy of this year's budget was shared. Each month the budget breakdown will be updated to reflect the current month's actuals + cumulative amount spent. Currently have ~\$6k in the account with a net profit of \$175 this year planned.

Teacher grants - Meghann shared that we've approved \$1008 so far this year over 4 grants. We're happy to see teachers taking advantage of these funds this year!

Restaurant nights - Ice House event for September made \$125. Popular restaurants from last year were discussed. Mrs. Hopson will reach out to Bella pizza for a night in mid-late October and Just Subs for November. Mrs. Moore will look

into Mariana's/Ritas for a scoop night in the spring. We will plan to align a Super Sundaes night with the spring concert. Zaida will reach out to Hillsborough Cinemas on their fundraising options.

Assemblies will resume this year. Andrew & Mrs. Eckstein will discuss ideas. Liz mentioned she has a contact with the Princeton Symphony Orchestra percussion group & Mrs. Moore suggested they look at the multicultural assemblies offered through the Young Audiences of America.

Calendar adjustments - PICTO will be held on Mar 10 (snow date Mar 17) and will be 90s themed. PICTO shirts will be sold this year. The STEM fair has now been moved to Jan 20 (snow date Jan 27). Konstella will be updated to reflect the new dates. STEM fair will be a hot topic at the next meeting.

HSA membership - So far this year 75 families & 41 staff members have joined the HSA. All attendees were asked to continue to encourage families to join. We will create a flyer / message to go out to each class via classroom teachers, including the QR codes. Ideas to help incentivize membership were brainstormed, including:

- Communicate the benefits of joining and great events / programs funded by HSA
- Create a digital version of the old 'friend finder' which includes contact info for HSA families
- Spirit day incentive for achieving a percentage of families, matching last years enrollment, etc
- Recognize classroom with highest enrollment
- Include a magnet with enrollment

### **Teacher's Forum**

Mrs. Hopson thanked everyone for their work this past year. We raised \$400 from the Patriots game and everyone had a great time. Staff member logo wear is under way. Mrs. Goodwin said we'll have the author's visit this year - narrowing down options, but very excited to have this back!

### **Principal Forum**

Mrs. Eckstein thanked everyone for a great opening to the school year. She thanked the HSA for providing t-shirts to new staff to the HSA. She thanked everyone in advance for all of their hard work this year.

### **Open Comments**

School spirit wear was discussed; specifically the bundles. It was confirmed that you can do adult and kid sizes in the bundle and mix and match, including colors.

**Meghan Valeo, President of the HSA, closed the meeting at 8:32pm. Oct 19 is the next meeting.**

Minutes Submitted by: Lisa Chiang, HSA Recording Secretary