

**Hillsborough Elementary School**  
**Home and School Association**  
**February 2024 Meeting**  
**2/7/2024**

Meghann Valeo, HSA President, opened the meeting at 7:00 pm.

**Welcome**

There were 11 people at the meeting.

**Meeting Minutes**

Jan 2024 minutes have been posted on the website ([www.hesha.org](http://www.hesha.org))

**Membership**

We're currently at 213 members. Last year was 150, so we're thrilled with progress this year.

**Teacher updates**

It was confirmed that the Field day budget is currently \$500. The plan is to allocate 20% of funds raised from the Stall Day on 5/3 to Field day. We will reserve roughly \$250 for an upcoming 3rd grade grant. 3rd grade may be doing an in house field trip. We have allocated funds for 3rd and they can use them if it's in house or a traditional trip. 2 grants were paid tonight.

We would like to do teacher baskets at PICTO again this year. Mrs. Hopson will start requesting from teachers and target the 23rd for responses. We had a discussion around some more creative options for baskets - ideas mentioned were an HSA VIP (free admission to events for one year), reserved parking & seats for the 4th grade concerts.

**Fundraising**

Erin Malloy will take on the school supply fundraiser. Welcome Erin!

Stall day will be held Fri May 3rd. Money raised will be split as follows: 50% classes (legacy funds for 4th grade day), 20% field day, 30% general fund (to build coffers). Volunteers will be needed (as determined by teachers)

Chirp workshop planning continues. Families can pre-order a bear with HES shirt for \$25. They can come stuff the bear at the Book fair family night and also visit a bracelet station to "name" their bear if they would like.

Nothing bundt cakes just closed. Similar numbers to last year, maybe slightly lower. Natasha will deliver to school on 2/13. Several attendees offered to help deliver as it's the same night as the 2nd grade concert.

Mr Cactus will be 2/12. Zaida will follow up with King Wing & Roman Gourmet. Mrs. Hopson confirmed Bella for 3/5.

**Library / Book Fair**

April is School Library Month. Mrs. Fox has found a website that manages library donations. We'll be confirming logistics, but it looks like families can order and it arrives at school with nameplate in place and ready to be shelved. We will target communications around this in April. It's a great option to recognize a child's birthday.

Book Fair will be Mar 15-22. Family night will be Mar 21. It was suggested that the reading schedule start a little after doors open. Allow families some time to get in and check out the bear area too.

**STEM Quest**

STEM Quest was a huge success! Over 150 families joined us and it was nonstop for 2 hours. Using sponsors (local businesses and families) to offset costs was great. We raised over \$1300. The timing of last Friday in January worked out really well and will be the target for next year.

Discussed ideas for advertising more next year - there were not many sled entries this year. We discussed creating some short videos that could be shown during morning announcements. We could play leading up to winter break.

### **Treasurer Report**

After the last meeting we saw an opportunity to provide more transparency around the budget. Looking at a one page format to show net results for all fundraising events & expenses. Goal is an easy to digest snapshot of spend. Financial summary reviewed and outlined below.

#### Highlights & Achievements

- Andrew has negotiated 2 FREE assemblies, eliminating \$2500 in expenses this year
- STEM Quest & Pretzels outpaced expectations, resulting in ~ \$2000 profit
- Givebacks has eliminated \$1900 in expenses (credit card & Konstella fees)

#### Budget Adjustments

- Teacher grants will be adjusted based on current spend. Line item reduced from \$4000 to \$3000. Current spend \$1300.
- Field trip contributions will be reduced from \$2625 to \$1100 to reflect the 2 grades planning trips.

### **PICTO**

We'll be asking classes / grades to get together on basket ideas. We can also get creative and have neighborhoods / buses create a basket. We will not be doing goody bags this year. All were in agreement they are not necessary.

Event volunteers - we are in good shape for set up. Craft a message for Mrs. Eckstein to send out specifically for volunteers.

### **4th Grade Day**

Teachers would prefer that the committee chooses shirt colors. Emily confirmed she has the list of names for the shirt. Mrs. Moore will gather size info. Meghann will provide contact info for ScreenStyles.

### **Yearbook**

The cover sample looks great. Just a few gaps on pictures, but good shape overall. Will be sold for \$35.

### **Beautification**

We will be doing some more pickets in spring (after break). Families can purchase a picket and paint at home together. Can we put a small fence along the flagpole area? Just as a deterrent if classes go out for reading, etc.

### **Principal update**

All input already discussed - nothing separate to add.

**Meeting was closed at 8:14 pm. The next meeting is March 6, 2023.**

Minutes Submitted by: Lisa Chiang, HSA Recording Secretary