**Lafayette Elementary School**

**HSA Board Meeting Minutes**

**Dec 7th, 2020**

**Meeting commenced at 7:30 pm.**

Marc Van De Walle delivered minutes.

**Participants:**

Ann Sun

Alexandra Lewin-Zwerdling
Brianne Whelan Cohen

Anastasia Khoo

Daisy Diallo
Paul Brodsky
Michelle Cooper

Christina Daulton

Rachael Overcash

Carrie Broquard

Gabe Di Clerico

Mike Osborne

Farah Shah

Jennifer Steel

**Proceedings:**

1. **Welcome - Bree and Ann** [>>> zoom recording](https://www.dropbox.com/s/vbt6xg90cyhpmbd/HSA_meeting120720_part1.mp4?dl=0)

“Parenting in a Pandemic” event discussing speaker fee donation.

Since no members have a strong view at this point, it will be discussed offline with the finance committee.

1. **Principal’s Update**

Update on the re-opening plan for the CARE classroom, going forward starting on Monday, Dec.17th with both in-school and extra staff members for supervisional relief. Involved families are invited to join parent and children huddles this week for more specifics and getting to know the CARE team.

LSAT is meeting every week to build a reopening plan and creating a viable model for our needs. At the same time staff is also engaged in investigating the different models and reviewing the implications. This will be converging within the LSAT reopening community corps to be disseminated to the community preferably before winter break. Dr. B. shares that the reopening survey shows that 80% were in favor of back to in-person education. Rachel Overcash from her professional Health care background notifies the meeting about the vaccines for teaching staff and educators, anticipated within the next months.

[Powerpoint for more info on ReOpen plan.](https://www.lafayettehsa.org/?mailpoet_router&endpoint=track&action=click&data=WyIxOTEwIiwiMzUwYmVlIiwiOTcyIiwiNDZlZWMyODZmYzc3IixmYWxzZV0)

The Lafayette LSAT has been tasked with helping advise Lafayette’s administration on how to best meet the growing enrollment demands of our school community. Although four additional classrooms were acquired through a basement remodel, Lafayette and DCPS are still faced with a decision point for the coming school year. Recently, DCPS presented the Lafayette LSAT with an opportunity to continue to grow our thriving PK4 program and address our growing enrollment as a school community. DCPS has acquired a 6 classroom school building on Military Road that could house our current sections of PK4 and add a 5th PK4 classroom and a PK4 special education classroom. A walk through the Military Road building is planned in the future. Addressing some concerns from parents, Dr. B. is confirming that is not a long-term plan but a solution to provide ample room for YR21-22 in the best interest of the kids.

1. **Committee Updates and Planning** [>>> zoom recording](https://www.dropbox.com/s/aewec3sm1pomn28/HSA_meeting120720_part2.mp4?dl=0)
	1. Outreach - Farah and Jess

Teacher Appreciation and Wellness

From a review of Teacher cookie gift delivery around Thanksgiving to exploring a future Wellness treat for staff to start the New Year. The idea is to make a short 10 min. stretch video, provided by experts and vendors available for staff to train at their leisure in between classes or afterwards if too interruptive.

* 1. Fundraising - Rachael

Bear Fund update/Annual sponsors. Gabe put together an extensive worksheet to present the current state of fundraising compared to last year. In short, we can observe a 46% decrease to $70,738 for the Bear Fund, driven by a lower number of donations this year. It shows that in person moments are essential for successful fundraising. Based on these numbers, the budget committee will start to make sure that all expenses will be covered for this year while preparing the budget YR21-22.

Regarding the auction, after thorough discussion, the meeting feels that the full option auction will not be feasible to organize this year since in-person party items are off-limits. Some alternatives are discussed: e.g. virtual wine/cheese tastings or cooking classes to generate some funding.

* 1. Finance and Budget - Gabe, Paul, Michelle, Jennifer, Dan

Paul shares some work in the background, e.g. the checking workflow is fully transferred from the old finance team to the current team and a similar procedure for the credit card will follow shortly. Paul and Brianne are revising the accounts to detect flaws and possible pending checks. Reimbursement for teachers using mybill.com is now up and running. Dr. B is enquiring about the status of the spending of the Covid-19 grants. The finance will report back on that status.

* 1. Communications - Anastasia

The unofficial Lafayette Facebook is no longer online and this raises the question of the need for an official platform for discussion and dialog since there is a gap at this moment for informal connection. Most PTA’s, although smaller in scale, moderate Facebook pages. The meeting agrees that a clear moderator from Lafayette would be needed and suggests a needed pause during these times of complex issues. Anastasia is helping out with the LSAT communication and delivering a more structured calendar to cut down on random mailings. Dr. B. expresses her gratitude and is opting for a weekly meeting with Anastasia for further streamlining and looking into ways to provide a more permanent, static place for ‘older messages’ within generic themes for easier browsing.

* 1. Community Programs - Alex

Ms. Leese pushed out information on the book fair, which is coming along quite happily. Alex is also coordinating the successful book swap.

* 1. Diversity and Inclusion - Christina and Danielle

No real update but preparing for a restart in January.

1. **Next steps** - January meeting to set Board and Gen Meeting calendar for reminder of the year. Meetings are being set up and will be communicated asap.

Meeting was adjourned at 9.00.