



# Lafayette Home & School Association

## General Meeting Minutes

September 26, 2013, 6:30 p.m.

Members present: 42

1. Meeting began at approximately 6:30pm; post pizza dinner and babysitting. Gayle Moseley and Hope Scheller, HSA Co-Presidents, opened the meeting with a welcome to all attendees.
2. Approval of general meeting minutes from June 6<sup>th</sup>, 2013 (Minutes attached to agenda). Moved for approval by Jenny Murray; seconded by Holly Idelson. Minutes passed – Approved.
3. 2013 – 2014 Budget overview was presented by Kristin Willsey, Co-Treasurer. Budget for school year 2013 – 2014 was passed in June of 2013. The budget income to expense is a zero budget and the income will equal the expenses at \$208,500. To date \$83,000 has been received in income related to dues, annual sponsors and miscellaneous income. The HSA has expensed \$36,000 to date in the following categories: Physical Education, Classroom, Educational Needs which includes Teacher grants, Library, Principal's Fund and Professional Development. In addition expenses have been drawn for the Peace program grant, art grant and Hospitality events. A detailed budget was attached to the current meeting agenda.
4. Membership Update presented by Rita Brickman. To stay on budget, we anticipate collecting \$95,000 for membership dues and the Bear Fund. At this time, 47% of Lafayette families have joined and contributed (as of 9/26) about \$78,450. This equates to 236 families out of 500. Many teachers have also joined and this is the first year we've been tracking that data. By the end of membership week last year, about 52% had joined, supporting with about \$89,000. We appear to be roughly \$10,000 behind at that reporting point. Teachers have also joined the HSA.

Membership giveaway will occur on September 30<sup>th</sup>. Lucky HSA members have a chance to win a) 2 night stay at the Omni, b) Spring Auction tickets and c) Lafayette school store swag. Any family that is a paid member by 5pm on September 30<sup>th</sup> will have a chance to win. Winners will be notified in the Tuesday Bulletin.

5. Peace Program presentation by Linda Ryden and Jillian Diesner

Linda and Jillian presented on the ideas of "What is Teaching Peace?" Peace classes are held weekly for all grades. The program includes:

- (a) mindfulness: breathing, moving
- (b) empathy, kindness
- (c) conflict resolution
- (d) managing anger
- (e) diversity

The ways to impact the program in school are through breathing, moving, listening, movement, story time, role playing and art. Every aspect is centered around mindfulness.

The Peace Club is for grades 2-5 in the LAP space on Monday, Wednesday and Friday during recess. The participants eat and play together. However, there is a limit to 6 per class or 40 children. Open to special needs children or children who find lunch/recess overwhelming.

Impact of the Peace Program. The program has had a great impact on the conflicts during recess. Principals from other schools admire the program and here at Lafayette we have not needed to have the refocus room.

The concepts of the program focus on researched based solutions and social-emotional learning. There has been recognition in the Washington Post and on the radio.

New this year: the Early Childhood grades will have peace class once a month; focusing on managing feelings, mindful breathing, kindness for each other.

6. Ms Main was away in Texas and was unable to attend the meeting. However, the following updates are noted:

- a) Student Count Day is October 16<sup>th</sup>
- b) Deal Buddy Day in November 6<sup>th</sup>
- c) Deal Night is being planned at Lafayette with Principal Albright

7. Walk or Bike to School Day is October 9<sup>th</sup>. Parent organizer Katie Burke encouraged families to take the opportunity to walk, bike or scooter. Volunteers are needed to help the walking school buses. There will be prizes available.

8. Ways and Means Update reported by Shannon Behm. Fall Festival co-chairs Jeanine Boyle and Bethann Siegal announced the Fall Festival is Friday, October 26<sup>th</sup> from 3:00pm to 5:30pm. The movie will start at 5:30pm. Mia Dell is the third co-chair. The theme is Hotel Transylvania. They are putting together a website for the Fall Festival where you can review the activities and what is needed. Room parents have sent around the link for the Sign-Up Genius. Each class will need to fulfill shifts for activities. Next week the tickets for the Fall Festival will be available online. Please volunteer to bake for the bake sale. Please see Laura Scalzo, Bake sale coordinator.

Shannon Behm informed everyone that October 7<sup>th</sup> is Pizza night at Potomac Pizza in Chevy Chase. Dine in and 20% of your check will be donated to Lafayette.

Fundraising events for the school year includes the following events:

- a) Fall Festival
- b) Auction – both the online auction chair and solicitation chairs are needed. The role of the party chair is filled by Brooke Evans.
- c) Spring Fair

Lastly, a big thank you to the ten (10) sponsors for this school year. The sponsors may be found on the website and HSA Bulletin Board in the Great Hall.

9. LSAT Update reported by Jeanne Metzger. The next meeting is October 2<sup>nd</sup> at 7:45am. Jeanne reported: LSAT = Local School Advisory Team – four (4) parents (herself, Kerrie Bouker, Peaches Scribner & Eden Burgess) who meet monthly with the main purpose to provide guidance and feedback to the school. Parents may funnel ideas through LSAT to Ms. Main.

\* First meeting concern - an issue arose with children in older grades when they were asked to type writing assignments – Question asked: Is there a role for keyboarding supplemental during or after school?

10. Legal and Tax Update reported by Marek Gootman and Keith Jones, 1<sup>st</sup> and 2<sup>nd</sup> Vice Presidents. Marek reported on the afterschool activities for Lafayette. Currently, the requirement for a building use agreement from DCPS has resulted in increased costs for after school organizations providing afternoon enrichment. There is an administrative burden for paperwork, monitoring and organizing the after school activities. In addition, each organization must have insurance for liability. The HSA will research the options to determine the best course of action for the future. The timeline is to try and have a system in place by early next year.

QUESTION: What is the issue on paperwork or fees?

RESPONSE: The building fee to rent a room at the school is titled continual use: classroom space is \$370/month or \$90 per week for six (6) months. The option to rent the cafetorium is 1/3 more. The main issue lies with the procedural/program management considerations and the monitoring of all paperwork to include insurance. For organizations, they must show nonprofit status to have the discounted rate and parent run groups are free to rent space but must follow the same procedures. The HSA is focused on how to try and help without exposing liability.

Keith reported on the tax issue. HSA has received penalty notices from the IRS for almost \$8,000. The penalties date back a few years and are from late filing. Moving forward, the HSA has hired a new accountant to prepare and file taxes. A motion will need to be approved by the membership to authorize the payment if we cannot be relieved of the penalty.

MOTION: That we vote to pay the IRS penalty of \$7,974.52 before the due date if a resolution is not obtained before the due date.

ACTION: Motion approved by Holly Idelson and 2<sup>nd</sup> by Peaches Scribner

VOTE: Passed

11. Mark your calendars – Picture Day is Thursday, October 3<sup>rd</sup> except King and Kindergarten classes.

Meeting motion to adjournment: Keith Jones; 2<sup>nd</sup> motion, Peaches Scribner

Adjournment at 7:35pm