

Date: 7/14/16	Started: approx. 8:30 Adjourned: approx. 9:50	Minutes recorder: Tammy Horn, Secretary	Chair: Shannon Behm and Chris Lisi-Frillici, co-presidents	Next meeting: HSA Board meeting, August 25, 2016
<b>Member</b>	<b>Position</b>	<b>Member</b>	<b>Position</b>	<b>Agenda</b>
Shannon Behm, present	Co-President	Blake Yedwab, excused	Teacher rep.	<ol style="list-style-type: none"> <li>1. Welcome new and Returning Board Members</li> <li>2. Review and approve minutes from June 7, 2016</li> <li>3. HSA Draft Calendar</li> <li>4. Popsicle Social Plan Volunteer Needs</li> <li>5. Back to School Night and Volunteer Needs</li> <li>6. Needs Assessment</li> </ol>
Chris Lisi-Frillici, present	Co-President	Steven King, excused	Teacher rep.	
Carrie Broquard, present	Principal	Jenny Backus, present	Ways and Means	
Janine Finck-Boyle, present	1 <sup>st</sup> VP	Laura Nelms, present	Environment	
Colleen Lyster, excused	2 <sup>nd</sup> VP	Josh Gordon, excused	Membership	
Tonya Oliver, excused	Co-treasurer	Stacy Beck, present	Communications	
Kavita Chambery, excused	Co-treasurer	Eve Bennett, excused	Early Childhood	
Eileen Dombo, excused	Volunteers	Joe Nelson, present	Community	
Jennifer Lanoff, present	Communications	Sarah Remes, present	Outreach	
Kristin Nicholson, present	Hospitality	Astrid Ruggieri, present	Ways and Means	
Nedra Pickler, present	Hospitality			
Tammy Horn, present	Secretary			

	Discussion	Action Item	Who	When
1.	<p><b><u>Shannon Behm and Chris Lisi-Frillici welcomed everyone and opened the meeting at approximately 8:30 pm.</u></b></p> <p><i>Review and approve minutes from June 7, 2016</i></p> <p>Janine moved to approve the minutes and Joe seconded.</p>			
2.	<p><b><u>Update on Ways and Means Volunteer Recruitment</u></b></p> <p>Ways and Means hosted a volunteer meeting at Astrid's house on Tuesday, July 12<sup>th</sup> for people interested in volunteering for HSA events, including the auction and Fall and Spring festivals. Astrid provided an update on the volunteer meeting and shared that there was a great turn out, good brainstorming and lots of enthusiastic volunteers who already have signed up, mainly for the auction. There was some discussion at the volunteer meeting that new families do not really know where to get information about volunteering and about the specific upcoming events. Dr. B shared that she has a list of new Lafayette families that we can use to send targeted communications. Dr. B mentioned that she has an intern who can help with these and other communications. We also discussed and agreed that the</p>			

	<p>Tuesday Bulletin should profile a teacher each week or month. Dr. B offered that her intern could interview teachers and draft the Tuesday Bulletin teacher profiles.</p> <p>There also was some discussion at the volunteer meeting of the Lafayette Gives Back program and questions about how charities are chosen. HSA Board members agreed that if Lafayette families have ideas for additional charities for the program, they should bring them forward.</p>			
3.	<p><b><u>HSA Draft Calendar:</u></b></p> <p>Discussion of HSA draft calendar. The calendar is almost final but some of the dates may be subject to change. Dr. B is going to do the final edits. There are some events that are not on the calendar, such as Battle of the Books and the essay contest because the dates are not fixed yet. Discussion around whether there is some function that we can add to the website so that people can upload Lafayette events to their personal calendars.</p>	<p>Finalize draft calendar events and dates</p> <p>Final edits</p>	<p>Shannon</p> <p>Dr. B</p>	<p>Mid-July</p> <p>Mid-July</p>
4.	<p><b><u>Popsicle Social &amp; Volunteer Needs:</u></b></p> <p>Discussion about the timing of the popsicle social and whether it would make more sense to have the popsicle social later so that there is not so much of a gap between huddles and popsicles and people do not have to come to the school twice. Ultimately we decided to leave the time at 11 AM. The popsicle social will be at 11AM at the gazebo, that way, kids can play at the park and parents can meet and mingle. There will be two designated areas with signs for new families to meet– one for PK and K and the other for grades 1-5. We will have nametags to make it easier for new families to get to know the Lafayette community. Returning students can get a popsicle at the gazebo after their huddle.</p> <p>Available HSA members will be at the popsicle social and will recruit other established Lafayette families for the welcome social for new families.</p>	<p>Order and store popsicles</p> <p>Get nametags.</p> <p>Get signs.</p> <p>Ask established Lafayette families to come to popsicle social to welcome new Lafayette families.</p>	<p>Jen/Janine</p> <p>Sarah</p> <p>Sarah (?)</p> <p>All HSA members</p>	<p>July</p> <p>July/early August</p> <p>July/early August</p>

	<p>Discussion that we also will have the following activities at the popsicle social / back to school huddles: grizzly gear sales, HSA membership sign-up, and room parent sign-up.</p> <p>Need a volunteer sign-up for the popsicle social and for the Back to School nights. Shannon said she would talk to Eileen Dombo about creating a Sign-Up Genius volunteer sign-up sheet that would be circulated via message and the website.</p>	Ask Eileen to set up a Sign up Genius volunteer sign up for popsicle social and Back to School Nights.	Shannon	July
5.	<p><b><u>Back to School Night and Volunteer Needs</u></b></p> <p>Discussion of Back to School Night. The General Session will be held in the cafeteria and the Expo will take place in the gym. The Expo will have tables for various school activities and information, including school-sponsored sports, music and band, and the nurse. We now have plenty of tables so that should not be an issue. The Expo tables will include those listed on the sheet passed out at the Board meeting as well as a tables for Farm Raiser, Grizzly Gear, Brick sales, Lafayette Gives Back, and the Fun Committee. Ways and Means will have 4 tables with event chairs – Auction, Homecoming Dance, Fall Festival and Spring Fair. Going to ask Eileen Dombo to set up a Sign up Genius site for the Ways and Means events and have laptops at the Expo where people can sign up to volunteer. We also will sell homecoming dance tickets at Back to School Night. The Hospitality Committee (Kristin and Nedra) will decide on the refreshments for the reception.</p>	<p>Sign Up Sheet for Back to School Night for Ways and Means Events – Auction, Homecoming Dance, Fall and Spring Festivals.</p> <p>Get Homecoming Dance tickets ready for sale at the Back to School nights.</p>	Eileen  Jenny (?)	August  August
6.	<p><b><u>Needs Assessment</u></b></p> <p>Needs assessment is almost final. Draft will be shared with new Board Members. We will aim to roll this out mid-September so that it does not interfere with the beginning of school and happenings later in the Fall/Winter. Mid-September seems like a good time where people will have less going on and will have had some time to reflect on the school year so far.</p>	Share draft with Board again and new Board members.	Sarah?	August
7.	<b><u>Updates from Dr. B</u></b>			

	<p>The building is coming along and will be ready for first day of school. There will be a “sneak peek” for HSA members early in the morning on August 15. There will be community tours at some point, but this is not final yet. Still waiting on the final details of the ribbon cutting by the Mayor, etc. Jenny suggested perhaps having the community tours coincide with the Homecoming Dance to get more people to come.</p> <p>There will be six kindergartens next year, with about 20 to 21 kids in each class. There likely will be no more than 23 kids per class for all grades. There is a new librarian, new Spanish teacher, and Dr. B is finalizing teacher hires. There is great new technology space near the library and each class will have about 15 laptops. There also is a new math curriculum.</p>			
8.	<p><b><u>Next Meeting:</u></b> August 25, 2016</p>			
9.	<p><b><u>Meeting adjourned at approximately 9:45.</u></b> Sarah move to adjourn; Dr. B seconds. Unanimously approved.</p>			