

Date:	Started: 7:19 Adjourned: 9:30(?)	Minutes recorder:	Chair: Shannon Behm and Chris Lisi-Frillici, co-presidents	Next meeting: HSA Board meeting, Dec 15. Budget meeting: December 19
Member	Position	Member	Position	Agenda
Shannon Behm, present	Co-President	Blake Yedwab, excused	Teacher rep.	1. Budget meeting
Chris Lisi-Frillici, present	Co-President	Steven King, excused	Teacher rep.	
Carrie Broquard, excused	Principal	Jenny Backus, present	Ways and Means	
Janine Finck-Boyle, present	1 st VP	Laura Nelms, present	Environment	
Colleen Lyster, excused	2 nd VP	Josh Gordon, present	Membership	
Tonya Oliver,	Co-treasurer	Sophie Hanrahan, excused	Communications	
Kavita Chambery, present	Co-treasurer	Eve Bennett, present	Early Childhood	
Eileen Dombo, present	Volunteers	Joe Nelson, present	Community	
Jennifer Lanoff,	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>Peace program – locked into this for now Shannon and Chris will ask Dr B what she envisions for the peace program. Chris and Shannon to ask if this is an expense Dr B can take on in the future. Still have the contract with Minds.</p> <p>Shannon and Chris will raise with Dr B what she thinks her budget will look like so that the HSA can better plan its budget. There was a discussion of the need to establish the rules / expectations with regard to what the HSA will and should pay for.</p> <p>It is not clear what the process is for staff/teachers to request things There was a suggestion to do a joint training on how to get supplies. This year was unique – there was a lack of coordination. Another suggestion was that the HSA should join a staff meeting to explain what the HSA does and what the money is used for, etc.</p>			

<p>There was a discussion about how much money the HSA can rely on bringing in and how much fundraising is sustainable. The HSA currently brings in about \$150,00 - \$175,000.</p> <p>Activity Fee: There was discussion about whether HSA should handle the class activity fee. Joe suggested revisiting the minutes when it was decided that the HSA would handle the activity fee to remind ourselves what the HSA expected to get out of handling the class activity fee – seem to recall issues around reimbursement and possibly accounting. HSA originally did it because it seemed that it would be easier for the HSA to collect the activity fee. There was a suggestion to separate the activity fee from HSA fundraising. It was suggested that the activity fee should be packaged together for getting ready for school – e.g. school supplies, activity fee. Another suggestion was to send a communication at the end of the year to show what the class activity fee was used for.</p> <p>There was a discussion focused on including money in the budget for science – perhaps professional development for science teachers - \$60,000. There was a discussion about whether it would be possible to bring in a science consultant. Discussion about looking at schedules of other schools. There was consensus that the science conversation needs to happen in LSAT.</p> <p>There was a discussion about hiring a grantwriter to help find and apply for grants for the school.</p> <p>There was a discussion of the desire for technology maker space – suggestion that we can do raise the paddle at the auction for this.</p> <p>There was a discussion about adding money to recess for more people. Question raised whether adding more people would improve recess. Suggestion to look at Sean’s numbers to see how many participants he has.</p> <p>Professional development – everyone agrees to \$2500. We have not had many ask for that.</p>			
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<p>Discussion of the need for a facilities line item.</p> <p>Other expenses to consider: website, Color copier, printer</p> <p>There was a discussion of the account with \$200,000. Suggestion that we have an amount that is necessary to keep / save and it can be replenished (e.g. certain amount / student.)</p> <p>Communications – discussion around the need to increase this line item</p> <p>There was a discussion about the garden and the possibility of integrating it into the curriculum.</p> <p>Extracurricular – includes many things including archery,</p> <p>Discussion of the need to establish a process for requesting money. This would help with consistency and could help with trying to get grants – can also show HSA will match, for example.</p> <p>Hospitality – include meals</p> <p>Outreach – include as a line item – event budget Need to include \$ for mailings for Ways and Means Increase money for accountant LEP will go out of the budget</p> <p>End of meeting –agreement that there was the need for one more round of meetings. Shannon will send around the draft budget and then set up another meeting.</p>			
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