

<b>Date: December 15, 2017</b>	<b>Started: Adjourned:</b>	<b>Minutes recorder:</b>	<b>Chair:</b> Shannon Behm and Chris Lisi-Frillici, co-presidents	<b>Next meeting:</b> HSA Board meeting,
<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.	AGENDA
Chris Lisi-Frillici, present	Co-President	Steven King, present	Teacher rep.	• Welcome
Carrie Broquard, excused	Principal	Jenny Backus, present	Ways and Means	• Review and Approve November Board Meeting Minutes (attached)
Janine Finck-Boyle, present	1 <sup>st</sup> VP	Laura Nelms, present	Environment	• HSA President's Update
Colleen Lyster, present	2 <sup>nd</sup> VP	Josh Gordon, present	Membership	• Principal's Update
Tonya Oliver, present	Co-treasurer	Sophie Hanrahan, present	Communications	• Teacher Update
Kavita Chambery, present	Co-treasurer	Eve Bennett, present	Early Childhood	• Discuss Community Concerns
Eileen Dombo, present	Volunteers	Joe Nelson, present	Community	- Cold weather recess policy
Jennifer Lanoff, present	Communications	Sarah Remes, present	Outreach	- Supplies for indoor recess
Kristin Nicholson, present	Hospitality	Astrid Ruggieri, present	Ways and Means	-Buddies
Nedra Pickler, present	Hospitality			• Additional Items
				-HSA gifts for specials teachers & custodians
				-Parent survey findings
				-LEP/Flex
				-Auction update
				•Funding Requests
				-Peace special event (proposal attached)
				-Music in Our Schools March recital
				-Classroom rugs (proposal attached)
				-Board games for all classrooms
				-Snowblower (proposal attached)
				-Battle of the Books
				•Communications Committee Update
				•Ways & Means
				-Nov/Dec/Jan fundraising events
				-Installation of engraved bricks
				-Spring Fair

				<ul style="list-style-type: none"> <li>•Budget</li> <li>-Recap of 11/30 board budget brainstorm; 2nd meeting scheduled for 12/19</li> <li>-Presenting budget @ 1/12 General meeting</li> </ul>
Tammy Horn, present	Secretary			

	Discussion	Action Item	Who	When
1.	Chris and Shannon to talk to Dr. B about getting into the school and LAP pickup. It is not clear how late the doors are open and it would be good to have some flexibility about letting parents in to the building. Need clarity on what is communicated to the staff regarding where people are supposed to go.	Talk to Dr B about getting into the school and LAP pickup	Shannon and Chris	
2.	<p>Community Concerns</p> <p>Not clear what the cold weather policy is – under 32 degrees Prek k and 1<sup>st</sup> grade seem to have different policies about what they are doing at recess. Concerns that teachers don't have toys in their room, not getting movement. Mr King shared that his impression is that Dr B tries to get everyone outside.</p> <p>Concern that there is a policy to use recess to finish work. Perhaps the policy should be that it is not required but it is allowed.</p> <p>Concern that some teachers take away recess as punishment. There is a policy that this is not allowed. It has been communicated. This should be brought to Dr. Bs attention if this is happening.</p> <p>Concern that there is a group of Kindergarten parents who want to meet with Dr B and the teacher and it is not happening. There was a suggestion to try to go back to Dr B to have an outreach committee for the parents to come and talk to. Some of the concerns are general and not kid specific.</p>	Bring to Dr. B's attention	Shannon and Chris	

	<p>Suggestion that committee meet with parents.</p> <p>There are concerns about some kindergarten classes that the homework level is not appropriate, the approach is not child-centric, and there are unhappy kids. Consensus that there should be a push for more consistency across the grade. There is supposed to be a lead teacher in each grade.</p> <p>Concern raised about buddies – some classes seem to have them, others don't. Some parents would like clarity on the buddy policy.</p>			
3.	<p>Holiday gift list</p> <p>Administrative</p> <p>Custodial staff</p> <p>Specials teachers</p> <p>Last year we gave fleeces.</p> <p>Discussion about whether the HSA should give gift cards to specials / non-classroom teachers, and consensus that this is not the HSAs role.</p> <p>Discussion about whether room parents are an extension of the HSA.</p> <p>Jenny moves for HSA to provide grizzly gear for teachers in the new year. Shannon states that we do not have a line item for it, but we have money in the fun committee. Shannon suggests including it in the official budget and allowing teachers to opt out if they do not want more grizzly gear. Tammy seconds. All in favor. Also agree that HSA is going to pay for gift for crossing guards.</p>			
4.	<p>Parents survey findings: around 200 people took the survey. Parents want HSA funds to pay for more specials teachers and science. Agree to put this</p>	<p>Present survey findings to HSA General Meeting</p>	<p>Kristin/ Sarah</p>	<p>January 12</p>

	on the agenda, time permitting, for the January meeting once we have the survey results.			
5.	<p>LEP/FLEX update:</p> <p>Winter registration –a couple of the classes had a lower number of slots in the system than they were supposed to have. People were waitlisted and then they were released into the class.</p> <p>170 people registered in the system In 12 minutes or less. Winter is more popular. Flex was trying to accommodate parents who did not get into something. Ideally they will offer another class. They are not doing a lottery. There was a discussion about whether to add a board member position to deal with LEP. We need someone to work on Flex. We have an advisory team. Discussion about the need for someone to spend more time on LEP and the possibility of making it a separate Board position. Acknowledgement that we still would be within our number of board members.</p>			
6.	<p>Communications Update</p> <p>Sophie and Jen talked with Dr B. about trying to streamline communications at Lafayette. Solicited rfps for website designers. Still working to figure out a new way to approach / centralize comms for school. How to deal with emails from the school vs. the HSA.</p> <p>They are going to set up parameters around when to communicate and how. There will be parameters and criteria around constant contacts to save it for the really important stuff.</p> <p>Tuesday Bulletin will remain the main communication.</p>	Put comms on agenda for January Board Meeting		

	January - we will talk about the website. Also will address constant contact and room parent e-mails.			
7.	<p>Auction Update</p> <p>Sarah said things are moving along. Four parent party volunteers. Other solicitation team needs some initiative.</p> <p>Jenny suggests Mary Jaffe.</p> <p>There will be two bands. Jazz swing music. Craig Gildner doing the big band. The Silent auction will be upstairs and then go downstairs for dinner, band, and live auction.</p> <p>Theme: 1928 – year that building opened.</p> <p>Beginnings of live auction. Have Disney tix and need donations of hotel and airfare.</p> <p>Snowshoe donated golf tix.</p> <p>African safari trip</p> <p>Dinner a week.</p> <p>Auction is March 25.</p> <p>Mr. King sending an email re: teacher treats. Gayle Mosely usually organizes it.</p> <p>Hope is doing class creations.</p> <p>Wine party and wine cellar in the works.</p> <p>Don Fishman – Caps tickets and dinner</p>	Send email to teachers regarding teacher treats	Mr. King	soon

8.	<p>Spring Fair Update</p> <p>Vince is doing it again. It will be May 13. Needs some people for some slots. Perhaps have food trucks and Taste of Lafayette? Standing agenda item – is that date good? Space ok? Will we have the field and can we use it?</p>	<p>Put spring fair on agenda for January board meeting.</p>		
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9.	<p>Contracts Update</p> <p>Colleen asks everyone to send over contracts for review in advance.</p>			
10.	<p>Misc.</p> <p>Murch has asked if we want to do a joint Murch / Lafayette fun run.</p> <p>Life at Lafayette handbook.</p> <p>Bylaws committee - Meeting in January – Janine, Jennie, Josh, Sarah, Shannon and Tammy as Chair.</p> <p>Developing Lafayette Gives Back – Katie Burke going to handle that. Going to go back to her and have her submit something for the January Board meeting.</p> <p>Line item in the budget for it.</p> <p>Installation of Bricks – may be going in on Saturday morning, weather permitting. Discussion of whether there should be a dedication service?</p> <p>March Madness – discussion of possibility of a basketball March madness tournament after the citywide final.</p>	Set up Bylaw committee meeting	Tammy	January
11.	<p>Funding requests:</p> <p>Peace Program – request of \$3000 for the entire trip. Question whether we can split for Horace Mann - \$1500. Student council would like to do it. Discussion that this is something the fun committee could consider, Suggestion that we obtain the commitment from Horace Mann to pay for half of it first and also look into the possibility of DCPS funds?</p> <p>Ask Dr B about her budget for assemblies. Jenny will talk to fun committee and Stephanie Moore.</p>	<p>Ask Linda to see if HM will split the cost</p> <p>Confirm date of music in our schools</p> <p>Ask Dr. B about assemblies</p> <p>Talk to fun committee re: assemblies</p>	<p>Shannon and Chris</p> <p>Shannon and Chris</p> <p>Shannon and Chris</p> <p>Jenny</p>	

	<p>Music in our schools: ask for day of event. Cost is for decorations and refreshments no more than \$500. Talent show – March. Consensus to support it. Jenny moves to support up to \$500 and Sarah seconds.</p> <p>Agreement to puts arts night on the agenda for the January meeting.</p> <p>Rugs – teachers looking for extra rugs. \$5600 – these are the people who have responded. Teachers get several e-mails. Ask membership to approve specific amount. Need to present the ask to the general membership. Rugs are the same as the ones they have. But those are too small. Chris going to ask about the rugs tomorrow. Chris and Shannon will send a communication to the board.</p> <p>Snowplow – discussion of hiring a service to help rather than a snowplow or snowblower.</p> <p>Board games for all classrooms – need to get a dollar amount. Jenny will give to Child Play to get \$\$\$. Suggestion that we put in the TB that anyone who wants to donate board games can do so –ask for legos, Lincoln logs, etc.</p> <p>Battle of the books – want to keep the pizza – kids will make their own t-shirts but agreement that there is no need to buy another one. \$800 for popsicles, medals, prizes. Pay for set of books in each classroom. Line item in the budget already.</p>	<p>Put arts night on agenda for January Board meeting</p> <p>Present ask re: rugs to general HSA membership</p> <p>Need to get final number for board game request</p> <p>Put board game request in TB</p>	<p>Shannon and Chris</p> <p>Shannon and Chris</p> <p>Shannon and Chris</p> <p>Sophie and Jen</p>	<p>Jan 12</p>
12.	<p>Ways and Means Update:</p> <p>Barstons loyalty night was a success. Book sale. Discussion about what we can do to build that up for next year. Suggestion for the Auction to have them donate a toy testing party and/or a Board game party.</p>			



	<p>Wine tasting at Macgruders was a success – they will do a wine tasting for the auction.</p> <p>Camp fair – still need more camps. We have 20 camps so far. Potomac pizza will be there.</p>			
13.	<p>Budget Update:</p> <p>We had a good meeting on 11.30. Need to have one more – it is scheduled for 12.19. Brainstormed about next year’s items. Talked about what makes Lafayette special. How do we pay for something during the school day? How do we get that integrated – such as science.</p> <p>Preparing for general meeting.</p> <p>Discussion about the challenges for collecting \$ for special school things. No one way to do it - student council handled one way, track another, etc. There also are things that need to be paid in cash that are official Lafayette activities. Discussion of the need to understand how this is controlled.</p>			
	Sarah moves to adjourn. Tammy seconds.			