

Date: February 15, 2017	Started: 6:50 Adjourned: 9:09	Minutes recorder: Tammy Horn, Secretary	Chair: Shannon Behm and Chris Lisi-Frillici, co-presidents	Next meeting: HSA Board meeting, Thursday, March 14 @ 6:30 pm
Member	Position	Member	Position	Agenda
Shannon Behm, present	Co-President	Blake Yedwab, present	Teacher rep.	* Welcome (Chris & Shannon)
Chris Lisi-Frillici, present	Co-President	Steven King, excused	Teacher rep.	
Carrie Broquard, present	Principal	Jenny Backus, present	Ways and Means	* Review and Approve January 26th Board Meeting Minutes
Janine Finck-Boyle, present	1 st VP	Laura Nelms, present	Environment	
Colleen Lyster, present	2 nd VP	Josh Gordon, present	Membership	
Tonya Oliver, excused	Co-treasurer	Sophie Hanrahan, present	Communications	* Principal Update – Dr. Broquard
Kavita Chambery,	Co-treasurer	Eve Bennett, present	Early Childhood	* Current Budget Update
Eileen Dombo, excused	Volunteers	Joe Nelson, present	Community	
Jennifer Lanoff, present	Communications	Sarah Remes, present	Outreach	* SY 2017-2018 Budget – Outline and Timing
Kristin Nicholson, present	Hospitality	Astrid Ruggieri, present	Ways and Means	
Nedra Pickler, present	Hospitality			* Auction – Kavita & Sarah
				* LEP/FLEX Update – Colleen
				* Peace of Mind - Colleen
				* Financial - Janine
				* Budget vs Actual (to be shared at March 2nd General Meeting)
				* President Update
				* Nominating Committee for upcoming elections (SY2017-2018 Board)

				* Proposed Budget for April General Meeting
Tammy Horn, present	Secretary			

	Discussion	Action Item	Who	When
1.	<p>Welcome (Chris & Shannon)</p> <p>Handouts include: agenda, statements of activity and budget spreadsheets. The actual numbers are current. Janine notes that the net on the two handouts is different and that it is an error in the calculation that will be fixed.</p> <p>Review and Approve January 26th Board Meeting Minutes: Kristin moves to approve minutes and Sarah seconds.</p>			
2.	<p>Principal Update – Dr. Broquard</p> <p>There was a discussion of the upcoming March General Meeting and whether Dr. B would make a request to the membership for approval to use HSA funds for any budget shortfall. The general consensus of the HSA Board was that if there is a chance that there will be a need for additional funds, it is better to ask now rather than wait until we are closer to the end of the year.</p> <p>It was suggested that Dr. B should explain the budgeting process, where the budget is now, why there was a budget shortfall, and then ask the general membership to vote at the March meeting to approve use of HSA funds, if necessary, to cover needed supplies. It also was suggested that Dr. B should remind parents how they can provide input re: school staffing and budgeting decisions through the LSAT, parent surveys, etc.</p> <p>Dr. B shared that Lafayette is projected to be 796 students for next year. This is better than last year, when projected enrollment was</p>			

	<p>708, and actual enrollment was 765 children. There was discussion that next year there will be 2 special needs classrooms with 10 kids each. These 20 kids are included in the 796. This means that this is room just for 11 more kids coming to Lafayette. Dr. B believes this is an accurate reflection of expected enrollment. The school will be adding a 5th third grade but no decisions about space have been made yet. She also noted that it is too early to know about staff. The personnel committee is getting ready and hiring will start soon. The official capacity for the building is about 825 students.</p> <p>Dr. B noted that she will be submitting a final budget to DCPS on March 3.</p> <p>Enrollment forms will go out April 1. The banners from last year still exist and we can use those to get the word out. There was agreement that the budget is a good reason for parents to get their paperwork in.</p> <p>Dr. B noted that the pre-k lottery is happening soon and that there have been lots of tours of prospective parents.</p> <p>Dr. B also noted that construction is nearly done and art projects will be installed over the summer. The field will open in March and the playgrounds are in. The 5th grade still is using the park on the hill because the playgrounds are not designed so well for larger/older kids.</p> <p>She noted that when the field opens it will relieve some of the space issues for recess, but that she still has a coverage issue. She is considering asking for recess and lunch volunteers for supervision.</p>			
3.	<p>Auction – Kavita & Sarah</p> <p>Astrid now is in charge of decorations.</p>	<p>Dr. B and Blake to ask teachers for raise the paddle ideas.</p>	<p>Dr. B and Blake</p>	

	<p>There was a discussion of how the auction committee has an excellent comms person – Marilese Voss</p> <p>There was a discussion of a request from a Lafayette parent to do something at the auction for school to school funding to help less fortunate schools set up PTAs. The consensus was that this type of fundraising is not appropriate for the auction, but it is something that interested Lafayette parents should continue to think about.</p> <p>The Board also agreed that we should further discuss how the non-profits that Lafayette supports are chosen. Someone not on the HSA Board gave the HSA kudos for cultivating a culture of giving.</p> <p>Sarah shared that there needs to be a decision about the funds from raise the paddle and noted that there is enthusiasm for something around art and music. Beth Ann Siegel had suggested regular music assemblies. Dr. B noted that things like that need to come through the school to ensure that there is time in the school day and teacher support. Dr. B and Blake will think about how to ask for information from teachers for ideas for raise the paddle, which usually amounts to about \$10,000.</p> <p>Needs for the auction include: Restaurants, hotel in NY and Orlando, and airfare.</p>	<p>Tammy and Chris to ask their Marriott contacts for hotel donations.</p>	<p>Tammy and Chris</p>	
<p>4.</p>	<p>LEP/FLEX Update – Colleen</p> <p>Colleen shared that the LEP/FLEX survey results indicated a need for more art and music. Other comments included asking whether there is a better way to anticipate when new classes fill up. She also</p>			

	<p>noted that there are not a lot of complaints this session and it seems that they have ironed out a lot of the issues.</p>			
5.	<p>Peace of Mind – Colleen</p> <p>The proposal for the peace of mind program for next year is \$65,000, which is \$5,000 more than it is currently. Linda noted that the money would be used for new initiatives -- e.g. twice weekly mindfulness and increased number of days of peace club, and to compensate for the increase in the number of kids in the program. Linda also is proposing to bring the program back in house and not use minds anymore. There was consensus that Minds does not add much to the relationship and that there would be a need to get insurance. There also was consensus to review future program requests for increases, including a cost of living increase, as they arise, rather than address future increases now.</p> <p>Jenny moves to approve the contract. Josh seconds. 12 Board members approve the program budget increase, 2 are opposed, and 1 abstains.</p>			
6.	<p>Financial – Janine</p> <p>Janine went through the budget vs actual, which will be shared at March 2nd General HSA Meeting.</p> <p>Janine noted that we have a \$47,000 surplus, but cautioned that if we do not meet the auction and spring fair numbers, that surplus will decrease.</p> <p>Janine also noted that membership is down. Membership totals are: 97 family memberships, 68 golden L, and 122 other memberships. There</p>	<p>Consider including a membership drive request in the constant contact for the General Meeting where HSA members will vote.</p> <p>Janine to double check some of the discrepancies in the budget.</p>	<p>Sophie and Jen</p> <p>Janine</p>	

<p>was discussion about sending out a constant contact to remind people that you cannot vote if you are not a member and possible doing another pitch on Golden L.</p> <p>Sophie and Sarah mentioned that they met with a professional development person and that they will discuss suggestions for membership at a later Board meeting.</p> <p>Janine noted that from October through December, Amazon Smile brought in only \$94.</p> <p>There was a discussion of grizzly gear. It was noted that Mary is moving next year and that we need to think about how to better do the school store. One suggestion was utilizing the student council.</p> <p>Janine noted that we are over / close to budget in communications, insurance, office supplies, normal operating fees, and the school store – she still needs to reconcile all of it.</p> <p>Classroom spends – there is money left for supplies for teachers. However, some of this was spent out of the principal’s line. The principal’s line went over because of this – Dr. B noted that she helped teachers get supplies and charged that to the principal’s line rather than teachers making the requests and charging it to the teacher supplies line.</p> <p>The book fair does not seem to be reflected separately in the budget – it is possible that it was not coded correctly. Janine will double check this.</p> <p>Music and PE – no spend to date.</p> <p>Contractor support – some of this money has not been used and will not be used (e.g. LEP intern)</p>			
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	<p>Principal fund is over – this is detailed in the transaction report (see above re: teacher supplies.)</p> <p>Have not used the scholarship fund this year.</p> <p>Janine noted that the budget is in good shape, but cautioned that as we move to the spring, we need to be very conscious of other costs that are brought forward to ensure that there is enough money through the end of the year.</p> <p>Sophie noted that she met with Freed photo and that we make money on the yearbook. She suggested that this should be better promoted this year. She also noted that Freed will take free photos of events.</p> <p>Mr. Wieand – noted that the technology budget is over. Reflex math is included there (software license.)</p> <p>Teacher staff grants is over and supplies is over – Janine will take look at that again.</p> <p>Meetings and events – this is over - Janine will double check this.</p>			
	<p>Nominating Committee for SY 2017-2018</p> <p>Shannon and Chris noted that we need a Nominating Committee for upcoming HSA Board elections (SY2017-2018) and asked that the Board think about potential members. We need three people for the nominating committee - a chair and 2 people to help recruit.</p>			
	<p>Nedra motioned to adjourn and Jenny seconded.</p>			