

# Evans Elementary Home & School Association General Meeting Minutes – October 13, 2020 7pm

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**Minutes Recorded By:** Jennifer Steffenauer

## **Meeting Attendees:**

Jacqueline Havrilla	Jennifer Henson	Sara McDowell
Lisa Osborne	Jennifer Steffenauer	Suzanne Harvie
Gina Murphy	Fred Halperin	Amy Lumpkin
Annamaria Mastrocola	Gail Wellington	

Meeting called to order at 7:05PM

## **Review of Minutes**

All present had an opportunity to review the minutes from the last general meeting held on March 3, 2020. A motion to approve the minutes was made by Amy Lumpkin with a second by Fred Halperin. All approved minutes will be posted to the Evans HSA Website.

## **Art Goes to School**

Presentation by Gail Wellington. Art to School program has gone virtual this year! Google slide activities have been created to share with students. Portfolios were shared via curbside exchange. Hoping to be able to do a virtual museum that would allow kids to walk through virtually and see the artwork on the wall and hear commentary.

## **Managing Health Concerns**

Presentation by school nurse Laura McNeil Murphy. Showed a short video regarding procedures when students return to the building. Teachers have been asked to treat any minor issues in the classroom; school nurse can be called to visit with a student at the classroom for more serious issues; any viral symptoms will be isolated in the "health annex." This video will be shared with parents prior to Nov. 12<sup>th</sup> school opening.

## **Principal's Message**

K-4 Ram Chat was sent last week with info regarding reopening of schools. New drop off and pick up procedures to come. Drop off will begin at 8:45am and will use 2 separate entrances. Currently utilizing dots on the floor to maintain social distance; one student in the bathroom at a time, directional arrows will be placed in the hallways. Trying to give students visual cues for things are different. Each student will have their own desk for lunch; desks will be cleaned between lunches. Classrooms will not mix during recess; each class will be assigned a space outside. Looking into possibility of providing equipment (balls, etc.) to each classroom. Frequent handwashing will be

utilized. Information will be sent to all Evans families, even those who have elected to stay virtual.

### **Budget Report**

Reviewed proposed budget for 2020-2021 school year. A motion to approve the budget was made by Annamaria Mastrocola and seconded by Amy Lumpkin; motion carried.

Cash balance as of October 13, 2020: \$48,171.07

Significant activity since last meeting:

- Basket Raffle Income--\$3,650 admission refunds, \$17,471.39 in ticket sales
- Spent \$113.26 in conjunction with spring book fair free books (to get free shipping)
- Received \$325 in donations
- Membership Dues (staff & families)--\$1,650
- Parent t-shirts sold--\$195.65
- \$41.92 from Amazon Smile
- Annual Insurance Renewal \$574
- Annual Accounting Software Renewal \$109
- Website Renewal \$42.34 (2 years)
- Basket Raffle net expenses--\$1,459.36 (current fiscal year)
- Prior Year Fun Run Expenses--\$274.22 (free book vouchers at spring book fair)
- \$18.04 for new checks
- \$730.28—Square fees for basket raffle ticket sales, membership dues, and miscellaneous donations (3.7% of income)
- Principal's Annual Payment--\$600
- Refund from 2019-2020 Reading Olympics Cancellation--\$300
- Annual Teacher Grants--\$4,900
- Extra Yearbook Sales--\$80 recorded (\$220 more that needs to be deposited)

A copy of the budget report will be posted to the Evans H&SA Website.

### **Committee Status Reports**

- Art Committee—nothing to report
- Basket Raffle—net proceeds of about \$13,000!!!
- Beautification—Jamie Cross replaced pots and trees. It looks amazing!!
- Book Fair—going on now through Oct 25<sup>th</sup>! Free books to be selected using Google Form.
- Community Service—Operation 143 is still providing food to students in need. Food is being delivered directly to student's homes.
- Daytime Help—nothing to report
- Dining Out—Curbside Kona Ice this Sunday, the 18<sup>th</sup>. Bruster's Ice Cream in November, info to come.
- Directory—333 families in the directory, approximately 200 have verified. Families should re-verify after classroom reallocations have been completed; Amy will send an e-mail once the assignments have been made.
- Evans T-Shirts—please fill out google form with your student's t-shirt size!
- Family Fun—nothing to report

- Ram Runners Fun Run—nothing to report
- Fun-tivities—nothing to report
- Laminating—nothing to report
- Original Works—will not be held this year
- Fightin' Phils—info to be sent in the spring
- Refunding--\$41.92 from Amazon Smile, Giant A+ Rewards has been discontinued, Box Tops digital scans are up slightly from this time last year, Little Bites wrappers are being collected; drop sites and days will be communicated.
- Spirit Sticks—nothing to report
- Spirit Wear—Working with John Murtin to provide a sale through our Square website. Hope to go live for ordering on 10/23 and close early November. Product to be delivered to families week of Dec. 7<sup>th</sup>.
- Teacher/Staff Appreciation—Looking into having a food truck at school on the first day teachers report.
- Yearbook—yearbooks have arrived!! Extras are available for purchase; contact Lisa if interested. Will be contracting with TreeRing to provide yearbooks for 2020-2021 school year. TreeRing offers a more flexible contract and easier design.

### **New Business**

Next H&SA meeting will be held on January 12<sup>th</sup> at 7pm.

Motion to adjourn made by Jenn Henson and 2nd by Lisa Osborne at 8:41PM.