

Evans Elementary Home & School Association General Meeting Minutes – November 13, 2018 7pm

Minutes Recorded By: Lisa Osborne

Meeting Attendees:

Jennifer Henson	Sara McDowell	Alison Mazur
Dr. Joanna McCourt	Lisa Osborne	Kate Doyle
Suzanne Harvie	Lynn Drumbore	Karen Fish
Amy Schondra (Lumpkin)		

Call to order 7:09pm. Introduction of Dr. McCourt to membership.

Secretary Report

All present had an opportunity to review the minutes from the last general meeting held on September 11, 2018. A motion to approve the minutes was made by Amy Schondra with a second by Alison Mazur. All approved minutes will be posted to the Evans H&SA Website.

Kristin Meyers & Amy Cummings – Art Goes to School

Art Goes to School is a volunteer-based group which visits Spring-Ford elementary schools and the 5/6 Center to discuss art portfolios with students. A visit is planned to Evans in February 2019. Working closely with Mrs. Moyer, volunteers visit a class for about 40 minutes (30 for Kindergarten) to discuss the portfolio. AGTS is currently accepting volunteers, no prior art knowledge or experience necessary. Each volunteer completes 11-13 shifts from mid-January through May. Morning or afternoon shift availability is offered. If interested in volunteering, contact Kirsten Meyers @keyesmyers@me.com. In addition to visiting the Spring-Ford chapter through the Fall/Winter and visiting classrooms in Winter/Spring, being a volunteer with AGTS allows you to go to various social events sponsored by the AGTS of Delaware Valley (private museum tours, speakers). The fee paid to AGTS by the H&SA also includes classroom supplies for the volunteers and the new portfolio of art each year. If there is a monetary surplus, donations are then made to support art enrichment in our local community.

Budget Report

Cash balance \$46,075.27 as of 11/12/18. This does not include Holiday Shoppe activity (will report at next meeting).

Income Highlights

Fun Run – Net income \$25,990.11. 97% of what was raised was kept by H&SA. **Fun-tivities** – Netted \$125 (student fees minus teacher fee). Four clubs were offered, only 2 had enough students sign up to hold the club (Art Club & Bar-less Barre) Art Club made ceiling tiles. Feedback from parents was positive. **Membership Dues** - \$2640 and

\$1275 for opt out contributions. **Spirit Sticks** - \$764 (2 Kindergarten sales, one Gr. 1-4 sale, and water ice social sale).

Expense Highlights

Water Ice Social - \$363.16. **Fun Run** - \$4,563.02 (higher than originally budget). Includes rebooking with Get Movin' Crew for next year (\$450, which is discounted by 10% for early rebooking). Excess prizes – Executive Board is investigating selling extra prizes to other Spring-Ford groups. When excess prizes are sold, total Fun Run expenses will decrease. **Kindergarten Field Trip** - \$1000. **T-shirts** - \$2632.50 for student shirts, \$358.30 for staff shirts. **Yearbook** - \$294.68 (2) cameras.

A copy of the budget report will be posted to the Evans HSA Website.

Amended By-Laws and Volunteer Code of Conduct Vote

Lisa reviewed changes to By-Laws and Volunteer Code of Conduct. No one in attendance had questions about proposed changes/additions prior to vote.

Motion to approve – 1st Alison Mazur, 2nd Kate Doyle

Vote by a show of hands – 8 out of 9 members in attendance (all confirmed members in good standing) are in favor of proposed changes.

The amended By-Laws and Volunteer Code of Conduct will be available for viewing on the website as well as by request to the Executive Board.

Committee Status Reports

A. Art Show

- a. Lynn has been in contact with Mrs. Moyer about Spring Art Show. Has pieces which are ready for mounting. Amy to provide the Art Show Committee subscription list from directory to contact volunteers. Clearances not needed and art mounting can be done from home.

B. Book Fair

- a. Raised \$6000+ in scholastic dollars (provides each child with free book up to \$6.99). Also used to purchase Scholastic news, books for teachers, and library supplies. Raised nearly \$1600 for All for Books campaign, 100% of which went to buying books for Food Pantry in Collegeville to use in their Holiday Shoppe. The Winter Book Fair is scheduled 1/23/19 in the evening.

C. Community Service Committee

- a. One bag of costumes delivered to Food Pantry
- b. Kate to reach out to Carey Grieves about planning Coat Drive shortly

D. Daytime Help

- a. Fall Parade parking - Teachers parking in rear of school improved parking space availability for parents. Will plan to do the same for next year, with parents staying for parties parking in "teacher" parking area.

E. Dining Out

- a. No new events planned at this time. Alison currently waiting to hear from a few places. Will update POC as info is available

- F. Family Fun
 - a. Family Ice Skating scheduled December 27, 2018. Free to Evans families. Jenn to confirm scheduled time.
- G. Fun Run – See budget report
 - a. Committee is accepting feedback on prizes, activities, etc. Contact Sara or Kim Acosta with feedback. Executive Board will be talking to Mrs. Havrilla and Mrs. Harvie about next year’s planned date for Fun Run/”a thon.”
- H. Holiday Shoppe
 - a. Students are having a great time. Completed 2 full days of student shopping so far. Multiple trips needed back to Five Below to restock. Family Shopping Event planned 11/17/18 from 9a-12p. Volunteers still needed for Tear Down after Family Shopping from 12p-3p.
- I. Teacher Staff Appreciation
 - a. Fall Teacher/Staff Appreciation dinner scheduled 11/19/18. Sign Up genius has been distributed via H&SA newsletter, to AtoZ Directory subscription members, and in H&SA Facebook group.
- J. Refunding
 - a. Box Tops - First shipment was mailed 11/1/18 and earned over \$500. Contest continues through mid-February 2019. Next shipment expiration date is 3/1/19. Mrs. Pence (4th grade) in the lead for school. Grade level leaders – Mrs. Harvie (AM class), Mrs. DeAngelo (1st grade), Mr. Gruber (2nd grade), Mrs. Conroy (3rd grade). Please send non-expired Box Tops in a Ziploc baggie labeled with teacher name.

New Business

Blood Drive - Scheduled Saturday, November 17, 2018 from 9a-2p. The Girl Scouts will be in the Evans lobby hosting a bake sale for the duration of the Blood Drive.

Chrysler Fundraiser – Scheduled Saturday, November 17, 2018 from 9a-1p. Open to the public. Opportunity to test drive Pacifica and answer 3 question survey to earn money for the H&SA. Every licensed person 18 or over in the vehicle during the test drive earns \$10 for the school. Babysitting offered by Interact students – children in car seats/boosters are not allowed in the vehicle due to insurances reasons. Children not in a booster can ride but will not earn money towards fundraiser.

Pavilion – Installation is complete. Was not wheelchair accessible, so a ramp was installed from blacktop to pavilion. Due to this, only 5 tables will fit, so the 6th table will be moved to K playground.

Fun-tivities – Positive feedback received about Fall sessions. Winter Session will begin January 14, 2019. Teachers have been emailed applications and parents will be sent a Skyward on 11/30/18 with class dates and information as well as the registration form (due Dec 14). If we do not have enough classes offered to be taught by Evans teachers, we will explore the option of bringing in outside vendors. Clearances required to teach a class as well as other terms noted in the application.

Ways to increase parent engagement/H&SA Meeting Attendance – Executive Board is looking for suggestions. Sara to discuss with Spring-Ford leaders and H&SA board members at Presidents meeting 11/14/18.

Evans Website – Membership in attendance expressed concern about lack of school updates on website. Unable to find information about Veterans Day celebration and American Education Week. Much of the upcoming information is outdated on the site, and calendar is not updated. Executive Board to discuss with Dr. McCourt who is responsible for the website is and what we can do to help keep it up to date.

Spirit Stick Winner – Drew Mazur. Voucher for free Spirit Stick given to Alison.

Motion to adjourn made by Alison and 2nd by Kate. Meeting adjourned at 8:45pm.