

CHAS Meeting Minutes
May 12th 8:00pm

Board Members present:

Sabrina Petrella	Adriana Javick	Kristin Mederos	Cathy Guidotti
Kara Steele	Kelly Sopko	Brenda Lawyer	

Meeting Started 8:03pm.

- **Secretary Report**

- October & February minutes on website
- Multiple sympathy cards w/gift cards sent
 - Thank you cards received
- Administrative Professionals Day gifts for school secretaries

- **Treasurer Report**

- *No one had questions about the budget*
- Approved: Outdoor table for JHES
- New Request: Snack Cart for JHES
 - *Discussion: MTES has one, there is money left in the gifts-to-school budget, consensus yes*

- **Executive Board Elections**

- Three seats available 2021-2022 vacated by Cathy, Nicole & Megan
- Applications received from: Justine Ramos, Cindy Campbell, Neena Jobanputra
 - *Took oath at the end of meeting*

- **Other**

- Class of 2021 Graduate yard signs ordered, received, distributed
 - *Well received by families, most picked up already*
- Kara is coordinating 6th grade t-shirts and flowers
 - *T-Shirts - proof received, ordering tomorrow*
 - *Flowers - from FFA at Northern Burlington 43 families (50 ordered)*
- Yearbook delivery expected 2nd week in June
 - *Cathy: may not arrive in time for Trunk-or-Treat due to the plant shutting down for COVID cases and cleaning needed before production resumes. Back-up plan is to distribute at the 6th Grade Breakfast*
- Need Book Fair Co-Chairperson(s)
 - *Former co-chair graduating*
 - *Volunteer: Bridget Malayar*

- **Fundraisers**

- Virtual Paint Night 5/15
 - *7 people signed up; activities picked-up, weather nicer, possible reason for less interest than anticipated*
- Stock's Bakery Pound Cake order by 6/1
 - *Almost at our minimum, over 100 cakes sold*
- 50/50 sold through 6/12
 - *148 tickets sold so far*
- Johnson's Spring Fundraiser 6/9 & 6/10
 - *Strawberry Picking as semi-private event, 125 wristband per school, per day*
 - *Flyer coming early next week*

- Final Box Top Collection?
 - *Yes, let's do one final collection of paper box tops*
 - *Everything moving forward is digital*

- **Events**

- Family Movie Nights 5/7 & 5/14 MTES Field #5
 - *Possible food truck, if one is available*
- Kindergarten Orientation 5/20 JHES
 - *Sabrina will attend for CHAS.*
- 6th Grade Luau, MTES Playground 5/21 7-8:30pm
 - *Volunteer list is set, ready to start assigning jobs/task; 5:30 set up time*
- 6th Grade Trunk-or-Treat & Yearbook Distribution/Signing 6/11 7pm
 - *Car sign-up now available; 6th grade parents only*
 - *Possible food truck*
- Field Days: CHAS to provide funds for ice pops, volunteers coordinated by school
 - JHES dates TBD
 - 5th & 6th June 11th, 9 - 11am (Rain date 6/14)
 - 3rd & 4th June 17th, 9 - 11am (Rain date 6/21)
- Graduation 6/21 6:00 MTES Gym w/live stream, refreshments outdoors, 5th grade parent volunteers needed to coordinate
 - *Students can bring 2 guests (plan w/current restrictions)*
 - *Kara will help coordinate but not able to attend that night*
 - *Single serve package snacks, possibly one pre-packaged snack bag per family as grab and go to avoid groups gathering*
- Year-End Class Parties
 - PreK June 15th 1:30 - 2:30pm
 - 1st Grade June 16th 12:00 - 1:00pm
 - 2nd Grade June 17th 11:00 - Noon
 - 3rd Grade June 14th 2:00 - 3:00pm
 - 4th Grade June 15th 2:00 - 3:00 pm
 - 5th Grade June 16th 2:00 - 3:00pm
 - 6th Grade Breakfast June 15th 9:00 - 10:00am

Planning Details -

- *Budget -\$50 PreK, \$150 1st-5th; Reach out if additional funds are needed, consider sharing supplies between grade levels*
- *Coordinators should reach out to grade level teachers for ideas and feedback on plans*
- *Virtual students can attend at MTES per Mr. Kershner; suggested craft pick-up if they will not attend in person*
- *More info will be shared with coordinators/volunteers as it comes*
- *Reminders - No food items at all, including for crafts; check the closet before purchasing*

- **Other/New Business?**

- Looking into other yearbook vendors, suggestions? Jostens?
- Presented Cathy & Nicole with a graduating board member gift from CHAS.

Meeting concluded at 9:10pm.

Minutes submitted by
Kelly Sopko, Recording Secretary