Jamison HSA Executive Board Meeting Agenda

**2021-2022 Board Members:** Matthew Croyle (Principal), Ryan Murray, Stef Muldoon, Toni Holstine, Tanya Vishnevsky, Tara Schmucker

**Meeting Date: November 16, 2021 9:30 am**

I. Call to Order

II. Principal’s Report

1. In years past, Celebrate Education week was open to parents. However, due to health and safety, the school district has decided that parents will not be invited this year. What we’re going to as a building this year, there will be a special edition of the Jamison Journal on Friday where teachers will express gratitude.
2. For the teacher lunch on 12/9, Mr. Croyle would like the food to be placed in the faculty lounge. Teachers will be here at least until 3:30 pm but many stay late. The decorations, etc. are not as important.
3. Picture retake there – HAS volunteers will be there.

III. Treasurer’s Report

1. Current Balance – $9,220.96
2. Current 100% JET balance - $5,530.04

VI. Old Business and Review

1. Pumpkin Decorating Contest – went great! Note for next year – direct parents to park in the back if they have a pumpkin to drop off. Also helpful to have at least 2 runners going into the building and identification for volunteer status
2. Jetwear – over 100 orders. Good to have a conversation with Lisa about setting up a website for Jetwear orders. It would be great to have Jetwear available in person to have at sales. Mr. Bradley will also need to have advance notice for printing shirts for field day.
3. Book Fair – $11,400 was sold! $150 went towards library books. Question was raised about whether to keep the book fair as a family event or during the school day. HSA will evaluate for next year.
4. Gift same for pregnancy/new baby – we have adorable new gear!

V. New Business

1. Retirement bench idea – Mr. Croyle raised concerns about changing traditions. We would need to ask Mr. H to see if this would be something he would like to do.
2. Bingo Night Updates – we have 11 total commitments for bingo prizes. We need to find 5-10 volunteers. We may want to have people bring pennies for bingo that they can donate at the end of the night.
3. Reports and follow up with committee chairs – Tara sent out emails to all committee chairs. They should be cc’ing the primary HSA member for all major communications and then HAS member will report to the board in the spring.
4. Shadow box flyer – will run the contest after the winter holiday.
5. Spirit day award – we can give out pretzels and have the kids wear spirit colors. Good idea to do this in the spring.
6. Pretzel sale 11/18 – Ryan, Toni, and Tara will be there, plus 4 volunteers
7. Teacher lunch planning – see above. There were many volunteers who wanted to volunteer for teacher in-service. Teachers will not be here for November.
8. Tax returns – Ryan and Stef will be backdating tax returns for the school for the past 3 years. Will need to have an individual who puts their name and signs it. Going forward, the treasurer needs to make sure the return is completed. We can decide to outsource the tax returns to an accountant. We should create a “division of responsibilities” that gets distributed to new HSA members.

VI. Announcements

1. Next HSA Executive Board Meeting – Tues December 21st @ 9:30am
2. Shadow box contest – will be announced in January
3. November 23rd – next assembly will be TRADITIONAL board games
4. Teacher Lunch 12/9
5. Pretzel sale 12/16

IX. Questions/Comments

X. Adjournment