

HSA Board Meeting June 30, 2020

In attendance: Trisha Kozloski, Megan Giaquinto, Kristin Amarone, Kelly Mulhern, Antonia Baroga, Alice Kuether, Kathy Kingsley

Although hoping to meet outside at the school while abiding by all social distancing guidelines, due to the weather, this meeting was held virtually.

Housekeeping:

Trisha opened the meeting by introducing Kelly Mulhern, who joins the HSA as our Third Vice President. The HSA is very pleased that she has joined us and we are looking forward to a great year, whatever that may look like for our St. Rita school community.

At this time, the position of New Parent Liaison is not filled or active. This could change in the future.

This is Trisha's third year as president of the HSA, and will be her last year. Since the HSA President needs to have experience, Trisha reminded us to keep in mind that any one of us could be the next President.

Trisha reviewed roles of the HSA members and proposed creating the role of a Volunteer Coordinator. This person could reach and coordinate volunteers for various events, share lists of volunteers with the chairperson of events, and coordinate the list of room parents for teachers. Megan volunteered for this role and has valuable experience from previous years of coordinating volunteers and chairing events.

Old Business:

HSA reviewed the events of the end of last school year and the impact of COVID-19 on planned fundraising events and activities.

New Business:

The HSA began preliminary planning for fundraising activities for the 2020-21 school year. Everyone agrees that it will be important to be flexible and responsive to the current regulations related to public health and safety requirements and that contingency plans will be necessary as we look to plan events.

The HSA discussed and agreed that since there is much uncertainty about how the school year will open this year and what it will look like, contacting families or running events before school is up and running could be overwhelming for families. We anticipate that there will be a tremendous influx of information regarding regulations and expectations for returning to school and that sharing information or engaging families in

fundraising activities simultaneously could be too much at one time and difficult to navigate. Many families may also miss emails or communications regarding these events and not expect them during the summer months.

Events discussed and planned for this year include:

- **Walk-A-Thon/Welcome Back** - HSA discussed that this is a popular 'Welcome Back' event that has been a staple fundraiser for the school. This year it will need to be modified and will not look like it has in the past, but there are some great ideas and online platforms that can be used to follow the same pledge format. Trisha shared information regarding Raise Craze <https://raisecraze.com/>. This looks at completing Random Acts of Kindness and ties in nicely with the mission and focus of St. Rita students. There is a cost to utilizing the service, so there was a discussion regarding 90% going towards the assessment, rather than 100%. Antonia shared financial information from last year and there was a discussion regarding cost of event, donations provided for the event and overall participation and money raised towards total assessment. There was discussion regarding an idea shared with Trisha that Monsignor Joe complete a bike ride and families can pledge money to support. It is a great way to include the school and the parish. The HSA feels that this may be a great event to have in the Spring, especially if there is a recurrence of COVID-19 and schooling returns to online again. This could be a fundraiser that we can do with online pledges to support Monsignor Joe in his ride and keep the school community connected. The hope is to go forward with some type of Walk-a-thon/Welcome back event that includes and engages students and families, despite not being able to gather together. At this time there is no chair for the event. The HSA will look more into the online platform providers and continue to brainstorm ideas for the event.
- **Auction** - There was much work completed last year and many items collected for the auction. There are items such as tickets for shows or games that will need to be taken out because they were cancelled. The auction will be put in an online format. Various online formats will be looked into such as Bidpal <https://www.onecause.com/solutions/mobile-bidding-auction-software/how-to-use/> and 32 Auction <https://www.32auctions.com/>. The HSA feels that the auction could be done as the second event in the Fall after the Walk-a-thon event. If held in November, it could be marketed for Holiday Shopping and gift giving. School specific items will be reviewed.
- **Tuition Raffle** - There was much discussion about how to conduct the raffle this year, including lowering the price of tickets, making it a cash prize, and including

it as an item in the auction. Trisha will follow up and look into the conditions of the permit from last year and if there are any restrictions.

- **NUT Coupons** - This is a great fundraiser (\$4500 in the past), but some days were lost due to online learning last year. Since things can change so quickly month to month, there was discussion regarding waiting until December and then deciding how or what to offer regarding NUT coupons. We could look to do them all together in one week while students are in school. This could be possibly be used as a Spirit Week for the school. If there is online learning, maybe they can still use their NUT coupons and we can do an additional online event or activity where students join to share what they wore that day and it can build school community.
- **Shred Days** - It was agreed that Shred Days can still be held while abiding by the public health regulations of social distancing. Mrs. Testa, Grace Roldan and Chris Ponzio were involved and instrumental in the past and can be used as a resource to look into planning them for this year. There will be one in the Fall and one in the Spring.
- **Golf Tournament** - The Golf Tournament will be held this year and there was discussion in continuing to have it as an annual event. This is also an event that can be held while following social distancing guidelines and the yearly continuity of this event is important for its momentum and success as a fundraising event. Megan will reach out and look at dates for June 2021.
- **Mother/Son - Father/Daughter** - There was discussion regarding continuing these events in some way, yet they will need to look very different. Utilizing the school parking lot and having a simple concept and plan will be critical in order to be able to be flexible and respond to what the current health situation may be. A big component for these events will be to remove food from them and maybe focus on activity they can do together.
- **Plant Sale** - This can also be modified so it can be held in the Spring.
- **Spring Catalog Fundraiser** - there are many great companies that give back to the community and it would be great to look at the positive impact it can have on society while also raising money for the school. A chocolate or candy sale can also be timely close to the Easter holiday.
- **Santa Event** - Although we would not have an event at the school, we can look into maybe selling tickets for a Drive-By from Santa!
- **School Supply Kits** - Alice looked into the cost and availability of materials to put together school supply kits that parents can order and purchase from the HSA. This would be done by grade levels and provide basic materials that are required for their grade level, such as notebooks, folders, crayons, glue sticks, etc. It would be difficult to get they Lysol wipes and hand sanitizer at this time

and families would still need to get their own backpacks, lunch bags, etc. There are services that provide this for a cost. A discussion followed regarding how helpful and timely this may be for families. There are logistics involved regarding getting materials, collecting orders, and putting kits together. It may be beneficial to talk to Mrs. Tiezzi to look into the use of a supply connection or account such as WB Mason in order to get the right materials that teachers are requesting. It may be helpful to get some information regarding the level of interest from families for a service like this.

- Other ideas to pursue - Community Building Events - be responsive and flexible to the current health guidelines and look to create events for families
Multicultural Events/Activities - Create a cookbook to sell with recipes submitted from families representing various cultures

Survey - The idea of a survey came up to collect information regarding different areas that came up during the meeting.

These areas included:

Interest level regarding ordering school supply kits for students

Opinion and feelings regarding fundraising activities/events

Opinion and feelings regarding increase in assessment/tuition

Committee - It was also proposed that a small group or committee be formed to look into proposing changes regarding the assessment and tuition. There was much talk and discussion last year by the HSA to re-evaluate the fundraising expectations and create a more realistic and equitable plan for meeting yearly financial goals. It would be helpful to have other individuals from the school community come together to analyze the current expectations and help to create a proposal for the Board. Any proposed changes need to be presented to the Board by November.

HSA will reconvene in August before school starts. Trisha shared an idea to create Welcome Back to School first aid kits to the teachers. This will cut down on students having to go to the nurses office for minor things like a band aid.

HSA meetings will be held at St. Rita School on the First Tuesday of the month from September to May. They will begin at 6:00 pm and run one hour.

Follow up:

- Megan will assume the Volunteer Coordinator responsibilities for this year.

- HSA will look into options for online platforms for various events and activities for this year.
- Trisha will look into conditions regarding the permit she obtained for the auction last school year.
- Trisha will reach out to Mrs. Tiezzi about utilizing a contact at WB Mason and pursuing the school supply kits.
- HSA will look to create a survey to provide families in order to gather information on topics of interest related to the year's events.
- Next HSA meeting will be sometime in August before school starts.

Dates to remember:

All dates to be determined and all event details and will be contingent on the conditions and expectations related to public health and safety.

- School Supply Kits - August 2020
- Walk-A-Thon - September 2020
- Auction - November 2020
- Tuition Raffle - Fall 2020
- Shred Days - Fall 2020
- Santa Event - December 2020
- NUT Coupons - December 2020
- Mother/Son - Father/Daughter - Winter/Spring 2021
- Shred Day - Spring 2021
- Plant Sale - Spring 2021 (Mother's Day Sale)
- Monsignor Joe Bike Ride Pledge A Thon - Spring 2021
- Spring catalog fundraiser - Spring 2021
- Golf Tournament - June 2021