



**Meeting Minutes**  
**Monday, December 4, 2017**

A general meeting of the Demarest Home & School Associate was held in the Demarest Elementary School cafeteria on Monday, December 4, 2017 with 29 members and visitors in attendance.

- I. Call to Order: RaQia Randall-Bouchard called the meeting to order at 7:05 pm.
- II. Officer Attendance:
  - a. Present: Both Co-Presidents, Treasurer, Secretary
  - b. Absent: Immediate Past President
- III. Approval of Minutes
  - a. The minutes for the November meeting were approved without change.
- IV. HSA Co-Presidents' Report: RaQia Randall-Bouchard and Tracy Pityinger
  - a. Mrs. Pityinger asked members to keep in mind the hard work that Fundraising chairs put in to put together events and the schedule. Members were encouraged to pick events that worked best for them and their families but to please volunteer. The HSA cannot operate without volunteers, so even if members can only volunteer for an hour or for small parts of an event, please do so.
- V. Treasurer's Report: Laura Clifford
  - a. Balances
    - i. Primary Checking Account Balance: \$7,7160.55
    - ii. Savings Account Balance: \$21,955.51
    - iii. LGCCC Account: \$4,276.00
    - iv. Raised for next year
      1. Including membership: \$14,079.02
      2. Excluding membership: \$10,180.85
- VI. Secretary's Report: Eileen Lucier
  - a. A thank you card for the gifted and talented (GT) t-shirts was received from the GT teachers.
- VII. Board of Education (BOE) Representative's Report: Jill Fischman
  - a. Ms. Fischman reported that the Board is in the process of putting together the 2018-2019 budget.
  - b. At the previous BOE meeting, Paul Palek gave a presentation on the elementary schedule that has been implemented in Bloomfield.
  - c. The next BOE meeting is January 2<sup>nd</sup>, 2018. New officers will be elected at that meeting. Ms. Fischman encouraged members to attend if they were interested.
- VIII. Principal's Report: Mary Todaro
  - a. Mrs. Todaro thanked the HSA for providing t-shirts to Demarest GT students and reported that the students wore the t-shirts to the GT Forensics Competition. Anna O'Broin and Anika Bhat competed. She congratulated them on their performance and reported that Ms. O'Broin made it to the finals, and Ms. Bhat will represent Bloomfield at the county tournament.
  - b. All teachers have returned from maternity leave. Parents should feel free to contact those teachers –or any teacher- to discuss their child's progress.
  - c. The Winter Concert is December 19<sup>th</sup> at 1:30 pm. Doors will open at 1:00 pm.
  - d. School picture re-takes are scheduled for this Thursday.
  - e. Mrs. Todaro also reminded parents that the HSA Holiday Shop is this week.



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- f. December's program, *The Magical Journey*, had a holiday theme and was well received by staff and students. The focus was on gratitude and giving rather than receiving.
  - g. On a related note, Mrs. Todaro reminded HSA members about the Giving Tree and toy collection organized by the Demarest Daisy Girl Scouts Troop 20042. She indicated that a lot of families don't have a lot, and that a number of Demarest families have reached out for assistance. A number of parents expressed interest in helping those families. Mrs. Todaro thanked them and requested they contact her after the meeting.
  - h. Report cards will be distributed shortly. The grading rubric is available on the Bloomfield BOE website.
  - i. Mrs. Todaro reminded members that December 22<sup>nd</sup> will be an early dismissal and that class holiday parties will be held that day.
  - j. The teacher parking lot is reserved for Demarest staff only. Parents and other caregivers are not to park in the lot between 8:00 am and 5:00 pm. It creates a safety hazard and can also interfere with staff getting to class on time.
  - k. Mrs. Todaro also reminded members that Demarest is a neighborhood school and to be respectful of the residents and their property. This includes not blocking driveways or parking in other people's driveways.
  - l. A parent asked about testing that was scheduled for 3<sup>rd</sup> and 6<sup>th</sup> graders. Mrs. Todaro explained that the InView test would be administered to 3<sup>rd</sup> and 6<sup>th</sup> graders, as indicated in the Bloomfield Calendar of Assessment. The test is a cognitive assessment and is used to determine GT placement and to identify students who may not be performing to their potential and ability.
- IX. Teachers' Report
- a. Mrs. Vetrano was absent. Mrs. Todaro communicated her appreciation for donations from the Read-a-thon.
- X. Committee Chairperson's Reports
- a. Fundraising: Tricia Rowold
    - i. Mini Fundraising
      - 1. Rita's: The profit from sales was \$180.
      - 2. Barnes and Noble: The profit from sales was \$124.30. A matching donation of \$66.39 was also made, for a total of \$299.29.
      - 3. A.C. Moore: The profits from sales was \$52.90.
      - 4. Five Below: The dates for the mini fundraiser are December 13-15.
      - 5. Town Pub: The Town Pub fundraiser is scheduled for January 10, 2018.
      - 6. ZiZia Pizza: The ZiZia Pizza fundraiser is scheduled for February 21, 2018.
    - ii. Major Events: Mrs. Clifford  
Mrs. Clifford explained that the 2017-2018 fundraising plan and schedule was developed based on member suggestion from last year and from successful events previous years. It is very busy, but the intent is not to maintain all the events in subsequent years. Rather it is to determine some new events to repeat if they're well received and successful.



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1. Fun Run: The profit for the Fun Run was \$341.21. This isn't a large amount, but the event was well received. The Fundraising Chairs are already assessing how to improve it for next year.
  2. KidStuff Books: The profit from book sales so far is ~\$1,000. A small number of local books are available for purchase until the end of December. Please contact Laura if interested. The cost is \$25 per book.
  3. Fall Clothing Drive: The amount earned is not yet available.
  4. Fall Catalog Sale: Most orders are in but not all. Everything should be in by next week.
    - a. Silver Graphics: Processing orders required a lot of effort. Items were not grouped by order and had to be sorted by HSA. So far profits are ~\$2,200, so it was successful monetarily. Mrs. Clifford stated that next year's chairs will be informed of the logistics.
  5. Breakfast with Santa: Breakfast with Santa will be this Saturday from 8:00 am to 12:00 pm. Pre-sales are closed. A limited number of tickets may be available at the door. Emails will be sent to pre-sale ticketholders confirming their registration.  
Volunteers are still needed
  6. Chili Cook-off: This event has been canceled due to time limitations and the Fish Fry being so similar.
  7. Gertrude Hawk: The Gertrude Hawk fundraiser will be in early February.
  8. Tricky Tray for Kids (Dena Campos-Miller): The Tricky Tray for Kids was a success. The kids had a lot of fun. The profit from ticket sales was \$1,050. Ms. Campos-Miller thanked volunteers for their help.
- iii. Special Committees
1. Holiday Shop (Mrs. Randall-Bouchard): A number of people have volunteered for the Holiday Shop but more help is needed, especially for times when younger children are scheduled to shop. Help is also needed for set-up, and at the beginning and end of the day Friday.
  2. Read-a-thon: The Read-a-thon is completed. All children will receive a certificate and a bookmark for participating. Winners will be announced and prizes distributed soon.
  3. Book Fair (Ms. Rowold): Volunteers are still needed for the Book Fair. Help is needed beforehand and during the Fair itself. Ms. Rowold is considering adding a third chair due to the amount of work required and scheduling limitations for the current chairs.
  4. Tricky Tray: The Tricky Tray will be April 27, 2018 at the Forest Hill Field Club. Mrs. Clifford and Mrs. Pityinger have letters available for members to submit to businesses to request donations of services or goods. Local businesses are being solicited to sponsor tables at the event. More information will be



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available about that shortly. The chairs will reach out to volunteers early in 2018.

- b. Newsletter: Amy Deputato
  - i. The newsletter will be ready for distributed this Thursday, via the virtual backpack.
- c. Sixth Grade: Gina Roman
  - i. Profits for the Bake Sale were \$301, which brings the sixth grade fundraising total to \$1,812.
- d. Basketball, 2<sup>nd</sup>-3<sup>rd</sup>: Amy Deputato
  - i. Registration packets have gone out.
  - ii. 2<sup>nd</sup> grade coaches are still needed.
  - iii. The clinic will run on Mondays from January to March. 2<sup>nd</sup> grade clinic will be from 5-6 p.m. and 3<sup>rd</sup> grade from 6-7 p.m.
  - iv. Please reach out to Amy if interested in coaching or participating.
- e. Basketball, 4<sup>th</sup>-6<sup>th</sup>: Mrs. Clifford for Kevin Clifford
  - i. Games will start January 6<sup>th</sup> 2018.
  - ii. Games will be hosted at either Demarest or Oak View Elementary School.
- XI. Old Business: None
- XII. New Business
  - a. Kristen Cauffman asked about running the basketball snack shop this year.
- XIII. Announcements
  - a. Next HSA Meeting: January 8<sup>th</sup>, 2018 at 7:00 pm
- XIV. Adjournment
  - a. Meeting adjourned at 7:45 pm.