

**Washington School**  
HSA Meeting Minutes  
201 Central Avenue West Caldwell, NJ 07006

**April 28, 2021**

Virtual Meeting called to order at 7:02

Meeting Minutes from March 10, 2020 were approved

Attendance:

Kristan Kehoe, Christina Yurkosky, Jeannie Gerdy, Jenna Hawkswell, Jennifer Hansen, Jennifer Mattesky, Jill Olinsky, Katie Monello, Kerry Guzman, Lauren Kohlberg, Lisbeth Axell-Christiana, Liz Hart, Martha Fava, Melissa Lace, Nicole Colello, Padma Mukherjee, Stefanie Swanson, Stephanie Racaniello, Taryn Kaufman, Terri Greenlee, Theresa Migliaccio, Valerie Skikus

Principal/Staff Update

Mrs. Hawkswell: Coming up on the one year date of when we closed due to COVID. We are mindful of that and will be doing something special for the teachers to thank them for their dedication and all that has been accomplished. Students are also being celebrated for their resilience in conjunction with SEL Day on March 26, promoting self-care (time to play, time to relax).

Mrs. Gerdy: Thank you for the support this past year. It is nice to have established a routine and some stability with the great success of AM/PM cohorts. The state of mind of the kids is what we must be most mindful of and thank you to Mrs. Hawkswell for always circling us back to that. Thank you for the Valentine luncheon...such a treat! Food was delicious.

President Update

- Thank you to Taryn Kaufman for her years of service and contributions and creativity to the Washington Weekly.
- Tricky Tray: While we can't hold the event the way we wanted, we are happy to be able to have something! More information to come and we are happy to answer any questions.

Budget/Treasurer's Report

- Operating budget: Starting balance \$45,137.82 Ending balance \$45,105.48
- Licensing account remains at \$650 with no activity
- Total deposits: \$1050.46 (mainly from Heartbreaker Fundraiser)
- Total withdrawals: \$1082.80 (mainly for Sunshine Committee/Valentine Luncheon)

## Committee Updates

- Helping Hands: Being pushed out to April, more info to come
- Washington Weekly: In need of someone to take over, can be this year or we can hold off until next year. An email asking for volunteers will be forthcoming. Taryn will help with the transition.
- Tricky Tray: Will be held June 5 with a rain date of June 6 on the blacktop. Email committee with any questions or comments. Keep in mind the importance of this fundraiser. We will not have another big event like this for 3 years so we would like to make as much money as possible. Without the Tricky Tray the budget would look much different. (Liz presented the budget and spoke to the effect the Tricky Tray and refunds have on it, next year's budget may look closer to \$24,000 going into next year) It is not necessary for people to physically be in attendance, you can still have someone drop your tickets to win. We have to stick to a deadline for refunds so we can move onto the next phase of planning. We are accommodating requests for full refunds, donating ticket cost, etc.
- Discount Theme Park:  
Flyer put out, parks have extensive COVID protocols, tickets will expire this year, Legoland is an option to look into as another park to include
- School Supplies:  
getting to the time where we will start planning for next year's kit, promotion for Spirit Wear along with the boxes,

## New Business

- NONE

## Questions

- Tricky Tray Questions:
  - Can we have the Tricky Tray next year? (No, it is not our turn, other schools are scheduled to hold their event, we will need to wait 3 years to have our next one)
  - How much was supposed to go to the venue? (\$500 deposit which was not given back, \$39.95 per person and total based on headcount evening of)
  - Are there local businesses who donated prizes that we can't give out now due to their hardships? (Businesses are being contacted to be sure they will honor prizes, most are and the few that are not will be taken out of the baskets)
  - From a budget perspective where are we compared to other schools in the district? (Hawkswell: it varies from school to school, we are not the highest or the lowest)
  - Will it be communicated to the public that you can get your money back even if they don't have their tickets minus the \$5 fee?) YES, we are handling each inquiry as they come in and if you lost your tickets and you still want to come you can and we will not charge you the \$5. If you lost a \$90 package we are taking \$5 and refunding \$85. This was approved by Mrs. Hawkswell. We tried to not overwhelm everyone with a very lengthy

email but we can send the information out again. We encourage anyone with questions or specific situations to contact us.

- \$5 seems steep to withhold from people with all the money we are making (Mrs. Hawkswell: all of our tickets are out there and we are trying to get as many tickets back as possible so that we are not trying to monitor people that show up without tickets. It is a very difficult thing to monitor on the blacktop and we can't cross check a list of who is there and who put in tickets for prizes)
- If you lost your tickets what do we do? (Contact Carly and a new ticket will be reprinted)
- Are we holding a carnival? (We will do something but it will look different, it is not something that has to make money, maybe a drive-in movie? Nothing finalized yet)

Meeting adjourned at 8:06 PM