



schallenberger
ELEMENTARY

**Schallenberger Home and School Association
Membership Meeting Minutes
November 14th , 2023 @ 6:30 p.m.
In Person and on Web Ex**

1. **Call to Order**: 6:40pm. Officers present: Julie Smith-Reid (President), Nicole Kelly (Treasurer), Lori Ditton (Secretary), Melissa Martin (Communications), Mary-Ann D'Antonio (Fundraising), Kristen Atherton (Membership). Quorum present.
2. **Approval of Agenda**: Motion to approve agenda by David Clifford, Elise Roussel seconds the motion. Agenda approved unanimously as written. No opposed. No abstentions. No additional items to add to the agenda.
3. **Approval of Minutes**: from 10-10-23: Motion to approve minutes from meeting in May by Elise Roussel, Katie Schaaf seconds the motion. Minutes as written from 10-10-23 approved unanimously. No opposed. No abstentions.
4. **Principal's Report**: Mr. Chammerlin asked to see if members received the Safety Survey. The school district is requesting feedback about the safety of the school. Mr. Chamberlain suggests doing it with your child. He talked about the school site council meeting which is in room 17 at 2:30 next 11/16/2023. in which they will be discussing PROP 28.
5. **President**: In an effort to be better aligned with SHSA By-Laws and **District School Connected Organization (SCO) Guidelines**, the board is proposing to implement an Audit Committee and add an additional treasurer(s) to the board.
 - The additional treasurer position will be board appointed for the remainder of the year.
 - The Audit Committee will consist of three to five people from the general membership, including one board member for questions. The President and Treasurer will not sit on this committee.

- As a group, the volunteers must be willing and able to meet at least twice during the "off season," usually summer. While individual audit tasks can be delegated, the committee will need to discuss the objectives and conclusions as a group.

We are currently taking questions and feedback and plan to vote on this proposal at the next meeting on January 9. Please send interest or questions to shsapresident@gmail.com.

6. **Treasurer:** Financial Report
[Graph on last page](#) is the SHSA Net Operating Income from 7/1/2023 - 10/09/2023
7. **Membership:** Kristen talked about the four open positions. Which are:
 - **Family Fun Night:** Recruit volunteers to assist with the planning and execution of FamilyNights, which can include Movie Night, Ice Cream Socials, Game Night, etc. Position well-suited for co-coordinators.
 - **Give a Hoot Coordinator:** Promote and execute the Give-a-Hoot program, a fundraiser for SHSA that involves "flocking" a person's lawn with our owls in exchange for a donation.
 - **Box top-Coordinator:** Promote and send in box tops as an SHSA fundraiser.
 - **Volunteer Chair:** To coordinate volunteers for event that we have around the school
 - **Art Vista:** We still need someone to take over Art Vista for Rachel Chow for next year, she said that she would come help set it up at the beginning of next year.
8. **Fundraising:**
 - **Next Eating for Education:** is Dec 13th at **Bibo's Pizza**
 - **Seymour Jingle:** 11/27-12/21 Gift includes (cup, hot coco, marshmallow spoon) Purchase available only on SHSA website
 - **Swag Sales:** Order Due 11/20/2023 (Coffee, Mugs, Large water bottles)
 - **Sees Candy's:** Closes December 1st (You can order through SHSA)
 - **Spring Gala:** March 2nd, Looking for more Volunteers & Donations (Wine, Gift cards, Show/Sports Gift cards etc) More info on Gala Flyer
 - Hoots Marquee, Free Dress passes, Swag.(All available on SHSA)
9. **Communications:**
 - Launch Gala Nov. 15th is on Website (instagram, facebook, SHSA)
 - Public Comment: Parent_Square access is TBD
 - Julie continues to check in weekly on school investigation
10. **Adjourn:** 7:28pm.
11. **Next meeting:** January 9th, 2024 @ 6:30pm.

For more information, please reach out to any of the board members:
<http://shsa.info/shsa-leadership/>

Please follow us on:



<https://www.facebook.com/SchallenbergerElementary/>



<https://www.instagram.com/shsacommunications>

Treasurer's Report part 2

SHSA Expenses	Actuals	Budget	\$ Over/Under Budget
Enrichment Programs	\$36,117.74	\$50,000.00	(\$13,882.26)
Fundraising Expenses			
Fall Festival	\$8,613.73	\$10,000.00	(\$1,386.27)
Walk-A-Thon	\$11,149.84	\$8,000.00	\$3,149.84
Spring Gala	\$1,750.00	\$25,000.00	(\$23,250.00)
Other Fundraising	\$62.71	\$4,000.00	(\$3,937.29)
Staff Reimbursements	\$4,784.06	\$30,000.00	(\$25,215.94)
Operational Expenses	\$3,853.41	\$10,000.00	(\$6,146.59)
To Schallenberger	\$4.00	\$0.00	\$4.00
TOTAL EXPENSES	\$66,335.49	\$137,000.00	(\$70,664.51)

SHSA Income	Actual
Fundraising Income	
Fall Festival	\$21,817.59
Walk-A-Thon	\$82,360.05
Hoot/Marquee/Free Dress/eScrip	\$706.95
Swag	\$714.92
Restaurant Nights	\$1,752.84
Family Fun Nights	\$230.25
Company Matching	\$10,284.71
General Donations	\$1,411.10
Interest Income	\$0.76
TOTAL INCOME	\$119,279.17

SHSA Income	Actual
SHSA 23-24 Income	\$119,279.17
SHSA 23-24 Expenses	\$66,335.49
Net Income	\$52,943.68