

HSA Meeting at Lower Campus Auditorium

Thursday October 11, 2018 @ 8:30am

Attendance :

Kitty Tom	Co-President, 7-2
Emily Estevez	Co-President, 5-2, 3-2
Troy Robinson	Vice-President, 8
Michael Leung	Treasurer
Sandy Ho Fung	Secretary, Class Parent 4-1
Maryse Felix	Gr.1 Parent
Leslie A. Bass	3-2 Parent
Elena Rivera	UC Rep, 8-1
Anthony Vincent Bova	LC Rep, 3-1
Vicky Chiu	EC AVP, 2-1, K
Melanie Berrios	Class Parent 2-1
Dennis Espina	UC AVP, Class Parent 6-1
Lily Tham	Class Parent 6-2
Vivien Leung	PreK4 Trust, 1-1
Lindsey Vestal	EC Rep, Prek4 Trust, 1-1
Heidy Richards-Lowe	Class Parent 3-2
Leon Zhou	4-1
Jean Lamboy	Gr. 2, 4-1
Steven Yip	3-1, PK4
Jennifer Oliveros	Class Parent 4-1

STAFF ATTENDANCE:

Stephanie Kearns
Julia Tong
Alice Wong

- May, June, & September Minutes Ratified
- HSA Fees- should they be increased or not? Tuition **usually** increases 5-7% annually. We expect tuition changes this year but the leadership team will finalize next year's tuition at the end of November. Should the HSA Fees increase as well? Topic to be voted on at the next session.
- HSA Board Positions – Is a reorganization of the structure necessary? We have three campuses, do we need to reorganize to make sure we have proper representation at each campus? Some parents feel the current organization does NOT need restructuring. We have enough positions to represent each campus fairly. What we DO need is more parent involvement. Currently, we only have a handful of parents who are always the same ones who are volunteering. Many of these parents' children soon be graduating out, so we need new parents to step up and take over these positions.
- HSA Financials: For 2017-2018 school year, we collected around \$53,000. We spent about \$43,000.00; the net is \$10,000.00. This leaves a total balance of \$135,000.00. Of this amount,

\$50,000.00 is kept as reserve for emergency funds. \$7,577.59 from a Rotary Club Fund Raiser (before September 2012) is specifically to earmarked for funding a new science lab.

- Scholastic Bookfair: Early Childhood likes to have at least 3 book fairs per year. They usually have it in October, April, and in the Summer. Lower Campus will be having their book fair in the 1st week of March; parents raised a wish of holding a Buy 1, Get 1 free book fair for the k-8 grades. If this was to happen, it would be in May.
- Transfiguration Halloween Party will be Friday October 26. This year there will be no hot food. Everything will be prepackaged. Volunteers are needed. No families will be allowed downstairs prior to the party.
- Lice Inspection Follow-up: In the past, the school hasn't experienced a lice problem that has affected more than a couple of students. They will continue following the existing protocol to ensure proper health monitoring for the students.
- Education Apps: There are some paid Educational Apps that teachers use to teach with. It was asked by parents if it was possible for parents to have access to those same apps to help their child at no additional cost. Admin inquired with the companies, and their response was negative. However, there are other free apps available that parents can use to help their child.
- Teacher's Wishlist: This year the teacher's wish list was done through the leadership team, and funded by HSA. The budget was \$300 per teacher, and the total amount spent was \$6,447.75.
- Science Initiative follow-up: Half of Ms. Salibay's classroom has been turned into a "Science Lab". There are 3 mobile lab tables, as well as many new science equipment. This will mostly be for the kids in Upper Campus. For the younger kids in grades K-4th, there is a program called "Tiny Scientist" which provides a real science program in the classroom for the younger grades.
- HSA Christmas celebrations: Last year the budget was \$4,000.00, this year we want to keep it the same. Need to confirm the dates and times for the parties. Looking for a volunteer to spear head Christmas activities. George Lamboy volunteered to take pictures of the kids with Santa.
- Fun Committee: Parents suggested that it was nice that HSA funds were being used to help the school, but that it would also be nice if some of the funds were used to create activities that were fun for the kids. It was noted that in prior years, HSA had a "Social Committee" that would plan these activities, but that the parents and their kids graduated from Transfiguration and no one else took over. There are talks to start up a committee again.
- TJBA: This year there was no cost for the track permit at Roosevelt Park by Chrystie Street. The Cherry Street track that was normally used in the past years had already been booked by another group. HSA will still fund \$1,400.00 for TJBA activities.
- This year's picture day will be Thursday November 1 for class and individual pictures for all three campuses. The pictures will no longer be taken by Lifetouch. This year the school will be using the company, Irvin Simon, to take the school pictures and unlike prior years, the pictures will be taken in their school uniforms. Parents will get a link to view and purchase their child's picture at a later date.
- Janitorial Services: The company we are using realized they took on more than they could handle. They still have not been able to meet the school's standards on the level of janitorial services needed. A new company will be starting soon.
- Wellness program: On November 16, the school will be offering a free wellness workshop for those families who are interested. It will be held on the afternoon of parent/teacher conferences.