

**Minutes  
H.S.A. Meeting  
Monday, September 11, 2006**

**PRESENT:** (see sign in sheet, attached) Paola Schumacher, Terry Provance, Martha Allen, John Prentice, Carlos Harvin, Lisa Washington, Mary Oates Walker, Steven Weinberger, Joy Grossman, Kerri Washington, Paul Basken, Reginald Waters, Monica Boyd, Kim Bayliss, Pam C., Fabiana Arciniegas, M Taylor Kelly, Phronie Jackson, Alex Wilson, Cathy Conger, Laura Broach, Kelley Ellsworth, Ying Lam, Drew Gagliano, Marla Blount, Lynnea Rice, Gwen Wright, Tiffani Greene, Eileen Langholtz, Claudia Withers, Mark Boss, Joy Carroll Wallis, Lisa Woods, Jesonne White, Dionne Clyburn, Carole McNealy, Cynthia McEwan, Larry McEwan, Laura Bowman, Mercedes Lemp, Sari Henry, Stuart Weiser, Tysan Williams, Carla Hillery, Joel Rynes, Greg Hair, Linda Adams, Lynne Englert, Renee Jones, Afra Brown, Courtney Tolbert, Don Blanchon, Nicole Simmons, Sheri Carune, David Shapinsky

Officer Cobb was introduced before the official start of the meeting.

Meeting started at 6:36 pm.

Mark Boss, HSA Co-President, welcomed all. Elected members of the HSA were introduced, as well as the Acting Secretary.

The 2006-07 HSA Board is as follows:

**Co-Presidents**

Gwen Wright

Mark Boss

**Acting Secretary**

Kelley Ellsworth (must be officially elected in September)

**Treasurer**

Deborah Evans

**Co-Vice Presidents for Fundraising**

Joy Carroll Wallis

Kim Bayliss

**Co-Vice Presidents for Personnel**

Claudia Withers

Eileen Langholtz

**Co-Vice Presidents for Communication**

Mercedes Lemp

Lisa Joy Woods

**Co-Vice Presidents for DCPS/DC Affairs**

David Shapinsky

Leslie Tune

**Co-Room Parent/Volunteer Coordinators**

Phronie Jackson

Shaun Seaberry

**Vice President for Community/Social Events**

Marla Blount

**LSRT Report:** Alex Wilson, co-chair of LSRT explained the functions of an LSRT. Purpose is to prepare local school budget based on input from parents, teachers, etc. Wilson then talked about how

Eaton did on last year's standardized test. Eaton **did** meet school requirements with No Child Left Behind. Last year we were designated a top performing school which brought in close to \$60K in extra funding. We closed our achievement gap within our school. We are still one of the top ten elementary schools in DC. The LSRT is currently seeking support on assessing our school's physical plant needs such as repairing roof tiles, mold, and the play area. Linda Adams is taking the lead on playground renovation plans. Eaton is looking into totally replacing the playground area. Anyone with contacts such as landscape architects, heavy equipment operators, fencing companies, etc. please contact Linda or Camilla Carpenter.

**Board Positions:** The HSA Board is almost complete. Kelley Ellsworth has volunteered to act as Secretary and there will be an official election for anyone interested in running for Secretary soon. The HSA also includes the principal (Dr. Drakeford could not attend the meeting since she is at a Principal Conference). The HSA co-presidents will approach faculty at their next meeting to seek two Teacher Representatives to the HSA.

**Instructional Support:** Claudia Withers informed the group that the following positions have been filled: reading specialist, Laura Broach, a music teacher for Grades 1-6, Cora Lee Khambatta, a music teacher for PreK/K, Alice Harris, and an art teacher, Leslie Atherholt. In addition, we will be funding six co teachers. Four have been hired: Elizabeth Laurencin (1<sup>st</sup> grade), Kathleen Grodin (2nd), Regina Bell (3rd), and Shelly Burling (5<sup>th</sup>). We are still seeking a co-teacher for 4<sup>th</sup>. A sixth grade co-teacher candidate has been selected. The HSA did not fund a special education assistant this year, and also did not fund recess aides due to budget limitations.

A parent asked about instruction of Mandarin. Alex Wilson said that the LSRT has been working on implementing a partnership with a group that provides Chinese teachers with opportunities to teach in the U.S. Through this group, which is called Han Ban, we will receive one fulltime Chinese teacher. The start date for this partnership may be moved up from January to as early as November. Eaton will need to decide how to use this fulltime teacher, in terms of which grades receive instruction, etc. This will not be an after school program, but rather will be part of the in-school curriculum.

**Budget:** Treasurer Deborah Evans explained the Profit and Loss Budget vs. Actual for 2005-06. She highlighted that last year we went over budget in many areas and urged us to stay on budget. The overall deficit for 2005-06 was over \$80,000. Deborah Evans and Gwen Wright (HSA Co-President) explained that the \$30,000 expense that is identified on the budget as "bad debt" represents bad checks and other such items accumulated over the past eight years.

Gwen Wright stated that, during three informal summer HSA planning meetings, the budget deficits were discussed, but the conclusion was to continue to fund instructional support for 2006-07 at the level described in Claudia Withers' report. Other items such as teacher grants will not be funded this year and there will be a lot of general "belt-tightening" as well as very careful monitoring of expenses. The proposed 2006-07 budget (which was distributed at the meeting and is attached to these minutes) includes using approximately \$35,000 from reserve funds.

**Fundraising:** Courtney Tolbert asked if we are seeking new fundraising ideas. Joy Carroll Wallis stated we are seeking corporate underwriting of the auction, sponsorships, etc. Kim Bayliss said that new fundraising ideas must bring in substantial money and not involve Eaton parents to pay more than they already are paying. The main focus is to tap DC-focused businesses, which have community development money - for example, a car dealership to raffle a car, etc. Joy Carroll Wallis suggested perhaps establishment of an alumni association would provide additional support for the school. One parent suggested securing an attorney to assure that any donations and/or fundraising programs are handled appropriately. Kim stated that at a Capital Hill school, the local Realtor sponsors their annual fundraiser.

Marla Blount asked about percentage of participation of the Educational Needs Fund (ENF) is. The reply: 60% participation. Gwen Wright and Kim Bayliss explained what the ENF is and how the money is used for Instructional Support. Kim emphasized that parents are asked to contribute the suggested amount - \$350 – but that any contribution is appreciated. She urged all parents to give something.

Marla Blount explained that she and Courtney Tolbert worked within a very tight budget to put together the Welcome Back to School event. They got discounts for pizza and donated food and came in under budget.

Don Blanchon urged us to hit sponsors early in the fall before they make other commitments. Karen McAdoo suggested a phone-a-thon to encourage participation in the Educational Needs Fund, as well as improvements to the raffle that would result in larger profits, similar to some efforts at Deal JHS. Mark Boss urged people to volunteer for these events.

**Auction:** Shaun Seaberry urged all to assist Tysan Williams and Carla Hillery with the Auction. Tysan informed us she is in the works to get a car donated to the auction, as well as getting large corporate sponsors. Tysan urged all to come and to help early. They are still finalizing a venue and seeking suggestions for that. The first Auction meeting will be in October, with an exciting theme to be revealed soon. We will also have live entertainment. Linda Adams said that the venue must hold 300-400 people standing, and have an area wired for computers. Preferably the space is large enough that there will be separate spaces for the silent and live auction. If you know anyone at the Carnegie Institute, Human Rights Campaign Fund, City Museum and/or National Geographic, please talk with Tysan or Carla Hillery. They are shooting for an event date of May 5.

**Additional Budget Discussion:** David Shapinsky urged us to turn disadvantage to advantage. Make it known that our main focus is being fiscally responsible. Ask other parents about whether they gave to ENF. If we can tell sponsors, donors, and funders that we have 80% participation from our parents, then they will be more likely to give as well.

Kelley asked why we are budgeting and planning for a deficit budget and whether we should contemplate additional cuts or set higher goals for fundraising. Gwen pointed out that the previous board authorized \$200K for hiring instructional support and, based on that, we have made commitments to our co-teachers and special teachers. Linda Adams stated that if we decided not to hire the two remaining co teachers, then the parents in those grades would not contribute to ENF. However, it was pointed out that typically the parents of upper grade students do not contribute as much to the ENF. David pointed out that parents need to understand that they do have a co teacher.

Gwen explained that part of the change in budget numbers reflects a change in accounting. In past budgets, a mixture of gross and net figures from fundraising events were used to calculate income. In the 2006-07 budget, gross income is in income, and all expenses in expenses. Auction gross is in income. Auction expense is in expense.

A motion to pass the budget was made by Claudia Withers and seconded by Mark Boss. It passed unanimously.

**Communications:** Lisa Joy Woods and Mercedes Lemp spoke briefly about the website and newsletter. Laura Broach coordinates articles for the Northwest Current. Mercedes Lemp is the list serve moderator. The list serve is [EatonHSA@yahoogroups.com](mailto:EatonHSA@yahoogroups.com) and everyone is encouraged to join the group. Phronie Jackson does the bulletin boards.

**Upcoming Events:** Sari Henry spoke about the Election Cantina, which is a fundraising event where food is sold to people coming in to vote on September 12th. She needs volunteers for the afternoon and evening, from after school on, selling slices of pizza. Laura Broach urged parents to be careful due to the additional traffic on election day.

Deborah Evans, Marla Blount and Joy Carroll Wallis will be running the Block Party. It will be held on October 14. It is open to the entire community. It will be marketed through the Northwest Current.

Deborah stated that the school supply project went very well and Staples will continue to work with us on this. Michelle Koerner did a great job. There are some supplies left over if people are interested.

A parent suggested publishing an ongoing business directory. For example, a company would make a commitment upfront to give 10% contributions to the HSA to get in the directory. If an Eaton parent hired, say a roofer, from the directory, then 10% of the cost of the roof would be donated to Eaton by the roofer.

**Room Parents:** Shaun Seaberry and Phronie Jackson sent out a letter asking for volunteer room parents and got a good response from the lower grades, but are still seeking room parents in the upper grades. They are having the first Room Parent meeting Thursday the 14<sup>th</sup> at 7:00 in the library.

**Volunteer Tutoring:** Laura Broach runs the tutoring program, but needs someone to help. This would involve working with community members and with teachers. Contact Laura at [laurabroach@yahoo.com](mailto:laurabroach@yahoo.com).

**Other Issues:** Mary Oates Walker is now heading the Sally Foster gift wrap fundraiser. The catalogues will come home on Sept 18.

Karen McAdoo stated she is happy with the large turnout at the HSA meeting, and wondered how we can keep people coming. [Secretary's note: 55 individuals signed up on the sign up sheet!] Gwen said we will begin again with non-fundraising topics for discussion to attract parents. Meetings are ordinarily held the second Tuesday of each month, with childcare available through JEAP. (Arrange in advance).

The DCPS Master School Modernization Plan Community Meeting for Eaton's region is on Thursday, Sept 21st. It will be held at Wilson SHS from 6-8:00 p.m. They are looking for community feedback.

Carole McNealy was thanked for the food and refreshments.

Meeting adjourned at 8:10.