

*Downingtown West Home & School Association Meeting Minutes  
May 20, 2020 - 7pm – Via Zoom*

Review of Minutes from January 16, 2020

Motion to approve the minutes – 1<sup>st</sup> – Pia; 2<sup>nd</sup> – Karen

**Treasurer** – The HSA received a \$15 donation from Charity on Top for selling gift cards. This is not for the Home and School Association. The balance is \$16,987.00 in the account. Whippet Warehouse has \$5,103.00. Post Prom has \$24,327.00. Michelle spoke with a legal firm regarding the HSA EIN numbers and entities. The firm's rate is \$400 per hour. There is no determination on the amount of time to finalize the process. Once the paperwork is given to the firm, they will review the information to determine the best way to facilitate the process and send a formal letter with the findings. There are concerns from the board members the rate and the cost. In the determination letter, the firm will state if the HSA can facilitate the process on their own. Karen has an IRS certified tax accountant she will inquire about the situation. Katherine asked if the firm wants a retainer and suggested to earmark money for legal expenses for EIN issue.

**Post Prom** – Post Prom for the 2020 class has been officially canceled. Due to the social distancing requirements, it is not a viable option. The Post Prom ordered a beach towel for each senior with the DHSW emblem with it saying, "Longest Senior Skip Day Ever". Towels will arrive shortly and will be delivered to the Seniors' homes. Post Prom will use the same theme next year. There are concerns since there will not be a post prom this year there will be a shortage of volunteers for next year.

**Scholarships** – Karen Jaran reported there were a total of six applicants. Three for the academic and three for the trade scholarship. Academic scholarships went to Aksaya Rammohana, Michael Bertoni and Meredith Kearney. The trade scholarship was awarded to Tyler Worth. The senior awards night will be virtual this year on May 21, 2020.

**Home and School Officer Positions** – Lisa Valaitis was voted in as the Secretary for the 2020-2021 school year. Karen Jaran and Katherine Archibald were voted in as Co-President. Pia DiSanto will remain as the Liaison for Joint Home and School. Michelle Nielsen has one year left for the Treasurer position.

**Board Report** – The School Board is trying to determine the best way to proceed for the next school year. A survey was sent out asking for people to be on discussion panels for the education process for next school year. There were around 500 responses and break into sub-groups. Construction started again at Uwchlan Hills and STEM. Trying to keep it on track. Joint Home and School meeting the discussion was regarding the zoom meetings and how the teaching process has changed for the teachers.

**Fundraising efforts** – Discussion on future fundraising efforts. The Handbag Bingo may not be an option for next school year. Katherine suggested generating a T-shirt that signifies surviving the quarantine of 2020 as a fundraiser. Pia suggested having a flower/bulb sale which is a simple way of generating funds.

**Teacher Gifts** – Discussion on gifts for the staff for welcome back to school for the 2020-2021 school year. One idea is to get a coffee cup mug for 240 staff members. The cost will run about \$1,000 for the mugs. Officers agreed to \$2,000 or less. Karen suggested the HSA send a letter or email to the staff.

**Principal Report** – Cap and gowns are being distributed to the seniors. Senior class has been dropping off their items. There is a photo day for the seniors. The photos will be placed in the stands in the graduating area. The week of June 1st, the underclassmen can drop off their materials. Second week in June grades will be available. Scholarship Awards night is May 21, 2020. NHS inductions will be in the fall. Dr. Barker used \$500 of the funds given by the HSA. The HSA asked if there was a need and how the organization can help.