Meeting Minutes

SEPTEMBER 2026

Cold Spring Home School Association

Meeting Minutes 9/11/26

Attendees: Mary Beth Tingley, Leah Clark, Tara Marmur, Becca Bateman, Jill Carothers, Jenny Gabale, Brenda Davis, Kevin Cochran, Emily Kiernan

1. **Welcome** 9:10 am

2. **Budget Updates**

   - Board reviewed 2026-27 annual HSA budget and requested revisions. With the new CBSD grade realignment in place, the current student population is around 400, which is approximately 80 students less than last year. The realignment also impacted CSE teaching staff, which is now 38. These changes may impact budget projections for the year and will be factored into suggested revisions. Board will review and approve revised budget once available.
   - Financial Report was distributed and reviewed.

3. **Priority Fall Events for Discussion**

   - Dine and Donate Events
     - First of 4 quarterly Dine and Donate opportunities will likely take place on Wednesday (9/30) at Humdoo Ice Cream Shop in Buckingham. Date to be published in upcoming outreach and on HSA calendar of events.
   - Bookfair Kickoff (9/25) –
     - Board discussed key logistics. The *Book Fair Kickoff* will take place Friday from 4-7pm. HSA activities will take place in the cafeteria.

   - Trunk or Treat (10/23)
     - Board discussed key logistics and vendor needs
     - New for 2026 – HSA to sell hot chocolate or cider for $1/cup and possibly pretzels under a tent in parking lot.

4. **2026-27 Fundraising & Volunteer Strategy**

   - Board briefly discussed special volunteer outreach. CBSD grade realignment has also impacted the overall pool of volunteers and additional support has become crucial. HSA Board will include a special note on upcoming events calendars mentioning a need for volunteers.
   - Board will work on an upcoming newsletter and highlighting the importance of volunteering with a summary of upcoming volunteer needs
   - Mr. Cochran can share event dates as volunteer opportunities with CB East NHS.
   - Board discussed parent classroom volunteers for the year. Mr. Cochran will follow up with suggested best practices.

5. **Select Committee Action Items**
   - Homeroom parent outreach to begin this month. Communication to go out within the week.
   - Complete committee updates list copied below.

6. **Meeting concluded** 10:55am

Priority Action Items:

- ALL: Relevant minutes/key decisions from above to be shared with committee co-chairs via corresponding board liaisons for event specific action items.
- Bookfair Committee:
    - Additional volunteers will be needed for: Bookmark making station; Book donation drop off; Teacher experience raffle (once approved); refreshments station (hot dogs and hot chocolate/cider and possible pretzels for sale). The signup genius link is live, but updates will need to be revised for new volunteer needs.
    - New fundraising opportunity: Teacher experience raffle (under discussion, committee to submit to admin for approval)
    - Include in promo materials: Students can come dressed as their favorite book character and receive an extra raffle ticket towards the teacher experience raffle
- Trunk or Treat (10/23)
    - Leah to confirm DJ. Board to discuss food truck options offline (availability may be challenging with football season but local teams appear to have away games)
    - Board to create volunteer plan for hot chocolate/ cider and pretzel tent ($1/cup) in parking lot.
- Homeroom Parent Selection- Mr. Cochran to reach out to Mary Beth and Homeroom Coordinator to initiate communication plan. Aim for initial outreach prior to Sept 22 if possible to allow maximum time for fall homeroom event planning.
- Upcoming HSA Calendar to be updated with note making a special note calling all volunteers
- Board to provide list of larger HSA events for Mr. Cochran to share with NHS coordinator as volunteer opportunities.
- Board to begin drafting HSA newsletter

2026 CSE HSA - Committee Updates as of 9/11/26			
Event Date	**Committee**	**Chairperson(s)**	**Current Update**
	Apparel	Alyssa Pospishil	proposing Nov 13 or Nov 20 – ideal time should be early enough to receive apparel by 1st week of December latest.
TBD	Bingo	Abby Cundari and Tara Marmur	Bingo night to move to later date in January after MLK holiday. Move HSA Open Meeting too.
9/25/2026	Book Fair	Divya Cyril, Tara Marmur and Leah Clark	September 25, 2026 – Kick-Off Event September 25 – October 2, 2026 – Book Fair Shopping Students will have the opportunity to shop during their scheduled library hours. Volunteer sign up is live.
ongoing	Bulletin Board	Leah Clark	no updates for 9/11/26
Sat 2/20/27	Father/SS Daughter Dance (Ticketed Event)	Janelle Coller & Jenny Gabale	no updates for 9/11/26
	Garden Club	Shannon Konopka & Christin Cantwell	no updates for 9/11/26
See master schedule	Holiday Shop	Kate Tarr	Call for items has been posted on social media.
	HRP Coordinators	Lauren Rigby	Discuss HRP Email & Process @ Meeting
see master schedule	Hospitality	Brittany Segal & Neeti Singh	no updates for 9/11/26
4/23/2027	International Night		Looking for new chair. If not, Jenny and Becca will help as board liaisons
3/12/2027	Mother/SS Son Event (Ticketed Event)	Livia Lisker-Blount	no updates for 9/11/26
see master schedule	Pretzel Day	Nicole Schilling & Paige Johnson	MPP is live and dates are noted in Master Calendar
10/19-10/23	Pumpkin Contest	Mrs. Davis	week of trunk or treat
5/14/2027	Spring Fair (Ticketed Event w/Sponsorship Opportunities)	Mike Bateman	Draft flyer and sponsor one pager are already created for this year.
TBD	Fifth Grade Socials	Divya Cyril & Jenni Ross	Request dates from committee chairs and add to master event schedule
10/23/2026	Trunk or Treat	Entire Board	
n/a	CS Superintendent Advisor	Catherine DeLorenzo	No update
n/a	Yearbook	Danielle Niblick	Still needs more volunteers to assist with 1,2 and 4 grade