

## HCA Parent Association Winter Meeting Minutes

**1/9/20 at 6:30pm at HCA**

- 1) Open with Prayer (Kylie Murray)
- 2) Current budget (Andria Jacobs)
  - a. Currently there is \$52,816.22 in the bank
  - b. There is an expected deficit of \$55,333.22
  - c. Currently, there is \$8,500 budgeted for the modification of the back stoop.
    - i. Mr. Kearns has a contact that may be able to complete the work for a better price. Kylie will email him the plans.
  - d. The school got a letter from the IRS stating that they have the application for the nonprofit. Still no time line as to when that will be processed and active.
- 3) Fundraisers
  - a. Gala (Jennifer Shaffer)
    - i. Goal to raise \$100,000
    - ii. Will be on 3/28/2020 from 5-10pm at the Hershey Country Club in the Keystone ballroom
    - iii. Program
      1. Cocktails (at cash bar) 5-6pm
      2. Prayer and introduction 6-6:30pm
      3. Dinner 6:30-7:30pm
      4. Entertainment 8-10pm – working on a big name entertainer, but has back of plans of dancing and entertainment
      5. Silent auction 6-8pm
    - iv. Cost is \$100 per plate or \$1000 per table
    - v. Donation levels
      1. \$50,000 – luminary
      2. \$20,000 – beacon
      3. \$10,000 – lantern
      4. \$5,000 – candle
      5. \$1,000 – glow
      6. \$500 – spark
      7. \$100
      8. \$50
    - vi. Looking for partners from business and community
    - vii. Working on invitations to be sent out ASAP. Will be available in the office as well for anyone from the school community that would like to send them out to their contacts.
    - viii. Looking into online ticket sales.
    - ix. If anyone would like to help, contact Jennifer at [jshaffer@hersheychristianacadmey.org](mailto:jshaffer@hersheychristianacadmey.org) or Erin Brown at [oliveyou@msn.com](mailto:oliveyou@msn.com).
  - b. Fruit (Chris Miller)

- i. Due 1/24/2020
  - ii. Will be delivered the 2<sup>nd</sup> week of February
  - iii. There will be a prize for the student who sells the most boxes.
  - iv. Mr. Aragon asked if the boxes of fruit could be shipped to the buyer instead of everything being delivered to the school. Chris to look into this option.
- c. Valentine's Dance ([Wendy Moyer](#))
  - i. Sunday 2/16/2020 from 6-8pm at PA Dance Sport (585 E. Main Street, Hummelstown, PA)
  - ii. Cost is \$15 per person or \$25 per couple
  - iii. There will be light refreshments
  - iv. Will be dance lessons for 30-45 minutes. Then will have time to practice dance moves.
  - v. Ballroom and instructor have been donated, so all ticket sales are profit to the school.
  - vi. It will be open to ballroom students of the school.
  - vii. There is a recommendation of silent auction items (5-6) for that night. Possibly Valentine's Day or couples theme.
  - viii. Please contact Wendy Moyer at [relishtheclimb@comcast.net](mailto:relishtheclimb@comcast.net) if you would be willing to help with organization or getting donations for the silent auction.
- d. Other potential fundraisers
  - i. Purse Bingo ([Andria Jacobs](#))
    1. Located at Lower Swatara Fire Hall on 5/31/2020 at 1 pm
    2. Andria is in contact with the person that headed a purse bingo for Hershey Gymnastics in which they raised approximately \$11,000 with 27 purses. All of the purses were donated. They presold 220 tickets and there were people standing in line waiting to be let in if the ticket sales didn't show up.
    3. The fire department provides all of the bingo supplies, food, small game license, etc.
    4. We would be able to draw from outside the school community as the fire hall has a following of people that will come to any bingo event there.
  - ii. Babysitting ([Kylie Murray](#))
    1. There is talk that the teachers are planning on having another babysitting event like what they did at Christmas.
    2. It would be some time during the Valentine's Day weekend in the evening. Details to follow.
- e. Grants ([Debbie Hoffer](#))
  - i. Debbie has started working with Nancy Miller on grant writing.
  - ii. Mr. Aragon has a contact that teaches grant writing that he will put in contact with Debbie. May be able to find some grants that do not require the school to have non-profit status.

- iii. If anyone has any suggestions for grants, they can contact Debbie at [flwrladydh@aol.com](mailto:flwrladydh@aol.com).
- 4) 2020/2021 school year (Kylie Murray)
- a. Structure
    - i. Separate out to individual classes at the elementary level in some grades:
      - 1. Option 1: PK, K, 1, 2/3, 4/5/6
      - 2. Option 2: PK, K, 1/2, 3/4, 5/6
    - ii. Continue to have a grouped secondary class with one full time teacher and a part time teacher for science and math. Would be more of a blocked schedule type of set up with personal instruction 2 days per week and time the other days to complete projects related to those classes. Would not be using Abeka curriculum and would have a live teacher for all subjects.
    - iii. Looking into Junior Achievement to help start the Career Prep course.
    - iv. Looking into a PSAT prep class.
    - v. Specials classes would be taught by part time teachers for some of the subjects: Art, Elementary Spanish, Elementary Computer, Elementary Makerspace.
    - vi. Looking at possibility of expanding the fine arts program with piano and voice lessons.
    - vii. Will be voted upon at the full board meeting on 1/20/2020 and update sent home right after.
  - b. Tuition
    - i. Cost to educate (per Wendy's numbers):
      - 1. Elementary: \$7,500
      - 2. Secondary: \$9,000
    - ii. With conservative fundraising:
      - 1. Elementary: \$7,004
      - 2. Secondary: \$8,576
    - iii. With estimated income of \$70,000 from the Gala for this year and next year
      - 1. Elementary: \$6,500
      - 2. Secondary: \$7,500
    - iv. Will be voted upon at the full board meeting on 1/20/2020 and update sent home right after.
  - c. Referral Program

- i. \$500 discount per existing family per new family that attends school next year
  - d. Financial Aid
    - i. Members of the board and finance committee will be meeting with ACSI on 1/15/2020 to discuss being able to offer EITC/OSTC funds under their non-profit as members of ACSI.
  - e. Continuous enrollment
    - i. \$200 per student/\$300 per family to be billed in March.
    - ii. Opt Out paperwork available on website under forms from Feb 1-28. It will also be sent home with the students in their folder.
  - f. Open Houses
    - i. Sunday, January 26, 3-5pm
    - ii. Monday, February 3, 3:30-5:30pm
    - iii. Sunday, March 1, 2-4pm
    - iv. Thursday, April 23, 6-8pm
  - g. Curriculum
    - i. Mr. Aragon suggested that we offer a course in financial management at the secondary level. He and his wife own a non-profit that teaches this type of class. Sue Eckert and Mr. Aragon to connect to discuss further.
- 5) Update on K/1 Classroom (Chris Miller)
  - a. Nicole Cruzan's official last day is 1/10/2020.
  - b. On 1/13/2020, a team of consistent subs will start with lesson plans that are created by Chris and the teacher team.
    - i. Subs will be for a full week at a time
    - ii. Nicole has plans made for the next few weeks
  - c. Chris is looking for candidates via past applicants, Lancaster Bible College, Messiah College, current sub list, and past LMS teachers
  - d. Parents voiced that there is still a lot concern re: the stability in the room.
    - i. Chris will start sending out a newsletter at the end of the week to inform parents of what will be taught the next week and which subs will be in the class.
- 6) Board elections (Kylie Murray)
  - a. Volunteers to be on election committee
    - i. Consists of board chair, board member, administrator and 2 members from the parent association.
      - 1. Will take names of potential members, interview, and make recommendations to the board of directors.
    - ii. Board member may serve 2 consecutive terms (total of 6 years).
      - 1. Must agree with the school Statement of Faith and be an active member of a church community as well as exemplifying the Christian character and invest in the school.
      - 2. There is no monetary compensation for serving on the board.

- iii. Lisa Schell (marketing) and Debbie Hoffer (Student Life) will be ending their terms. Also have an open position for the executive board as secretary. All will be 3 year terms.
- iv. Cathleen Adams (current Treasurer) will be stepping down due to increased time commitment needed at work. Andria Jacobs will be fulfilling the treasurer position.
  - 1. Need to elect for a 2 year position as the head of the Finance Committee to complete Cathleen's term.
- v. Short biographies of the candidates will be sent out to families in the May school newsletter and will voted upon at the May meeting (date to be announced).
- vi. Anyone who would like to volunteer to be on the committee or who has a name of someone that may make a good board member, email Kylie at [kmurray@hersheychristianacadmey.org](mailto:kmurray@hersheychristianacadmey.org) or Chris at [cmiller@hersheychristianacadmey.org](mailto:cmiller@hersheychristianacadmey.org).

## 7) Questions

- a. Communication
  - i. Discussed best way for communication with student families. Suggestions that emails end up in junk/spam mail due to the size of the images.
  - ii. Families did get the notification from the Remind App about the delay.
  - iii. Those in attendance felt that texting is the best way to get notifications. Chris will use the Remind App for important information to families.
- b. Any questions at any point in time can be directed to any of the board members in person or via email to Kylie at [kmurray@hersheychristianacadmey.org](mailto:kmurray@hersheychristianacadmey.org).