

# FAIRFIELD HSA

General Meeting NOTES for Board  
April 19, 2023 • 7:00 PM



MEETING START TIME \_\_\_\_\_ 7:01pm \_\_\_\_\_

MOTION \_\_\_\_\_ Kayla Buchmuller \_\_\_\_\_ SECOND \_\_\_\_\_ Shirine Hamilton \_\_\_\_\_

## 1. Welcome & Introductions: Sun Guevara

- WELCOME & INTRODUCE the board & teacher reps (& BOE?) - welcome & thank you for coming!

## 2. Recording Secretary's Report: Camille Lozito

- Meeting Minutes APPROVAL - minutes from last meeting on March 15, 2023 were read and accepted. Copies of all minutes can be found on our website 10 days after meeting.

## • Corresponding Secretary's Report: Porzia Oliva

- REPORT on sunshine account
- acknowledgements & Thank You's

MOTION \_\_\_\_\_ Tasha Pipitone \_\_\_\_\_ SECOND \_\_\_\_\_ Maria Ferraro \_\_\_\_\_

## 4. Treasurer's Report: Marlaina Burzinski

- REPORT on general & fundraiser accounts (copies available upon request)

MOTION \_\_\_\_\_ Lucia Innocent \_\_\_\_\_ SECOND \_\_\_\_\_ Jennifer Melone \_\_\_\_\_

## 5. On-Going Business/Old Business: Cynthia Caraballo, Co-Vice President

- SIGN IN: tonight & at all events (if no sheet, send email to [ContactUs@FairfieldHSA.org](mailto:ContactUs@FairfieldHSA.org))
- STAY CONNECTED: Facebook (Fairfield HSA), Instagram (Fairfield\_HSA), Website (FairfieldHSA.org), Join Email List. Please check your spam/junk folders and on gmail, check updates & promotion tabs; we also recommend to ADD our email address to your contacts or address book so they're not identified as spam; AND, **check your child(ren)'s folder & backpack!!!**
- SUPPORT HSA:
  - Box Tops \$216.00 as of 04/18//2023. Please continue to scan or upload your receipt on the app. Valid stores are Costco, CVS, Walgreens, Target, any grocery stores.
  - Effective Feb. 20, 2023, Amazon has ended the Amazon Smile program. Having been part of it since 2018, we have earned a little over \$500. Amazon donated 0.5% of **eligible** purchases from linked accounts. Many thanks to those who participated! (ex. 5¢ for a \$10 eligible product)

## 6. Recent & Current Events: Co-Presidents

- **Author Day** - March 1, 2023 - Pep Rally for Reading with Mr. Joe Shandrowski
- **Book Fairs:** Stevenson 3/7-3/9 - Thank you to Jill Tuosto, Danielle Barcia, Deanna Simmons, & Tasha Pipitone for chairing; Churchill 3/14-3/16 - Thank you to Marlaina Burzinski & Michelle Hartman for chairing.
- **Brain Shows** - Stevenson - March 24th; Churchill - March 17th
- **Eggstravaganza Fundraiser:** Thank you to Kayla Buchmuller from Signed With Love & to all who participated donating \$165
- **6th Grade Events**
  - **Krispy Kreme Fundraiser** - Thank you to Silvia Busciglio for chairing!
  - **Class Dance** - 6/21/2023 @ the Grand in Totowa. NOTE: this is a PARENT EVENT! (school or HSA will have no info) Tickets are for sale tonight after this meeting. Please contact Michelle Hartman for questions. • **Churchill Assemblies:** Hot Air Balloon 3/31 and Weather Tour 4/4

## 7. New Business & Committees: Co-Presidents

- **Nominations** - An email with a google form link will be sent out via email blast in the next few days. **Read attached copy of google form (last page)...**
  - **Career Day Churchill:** 4/21/2023 - we will be sponsoring this event with a welcome breakfast, an assembly, & decorations. Thank you to Alisson Measso for chairing! Please reach out to her if you would like to volunteer.

more next page...

- **Teacher/Staff Appreciation Week:** 5/1 - 5/5 - we will be sponsoring this event with a welcome breakfast, an assembly, & decorations. Thank you to Loreen Vasselli & Adriana Marino for chairing! Please reach out to either if you would like to volunteer.
- **Moving 3rd:** Google form will be sent out for sizes needed for T-Shirts.. Thank you to Britney Panico for chairing! ●
- 6th Grade:**
  - Google form will be sent out for sizes needed for West Essex SWAG
  - WE Regional Dance/Social - 5/19/2023 7-9PM, WE Middle School Gym (need male & female chaperones) ○
  - Kickball Tournament - 5/24/2023 tent. date
  - Pool Party - 6/7/2023 9AM- 2PM (tent. rain date 6/8) North Caldwell town pool (class parents needed) ●
- **Volunteer Opportunities** - sign ups available @ the end of the meeting for Career Day, Staff Appreciation; 3rd Grade Move Up Day; Project Welcome (Kindergarten), Stevenson Walk-a-Thon, 6th Grade WE Social

#### 8. Social Events: Amanda Raniero, Co-Vice President

- **Spring Fundraiser 2023: Casino Night was a success! We made \$41,560 in revenue which profited us \$21,285! ●**  
**We want to THANK the following:** everyone who attended Casino Night, friends & families who made monetary, service, and product donations; organizations & businesses that made in-kind donations, bought ads, and made sponsorships. Shout out to the HSA board members and the casino night committee, and last but not least, Melissa Foord for chairing!!!
- **We want to recognize our Premier & Elite Sponsors:** please take a look at the back page of agenda & posters around the room...
  - *Allegiance Insurance Brokers - Montclair, NJ*
  - *Applegate Farm Ice Cream - Montclair, NJ*
  - *Nicole A. Casciola, Esq. - Veron, NJ*
  - *Lattimer Realty- Frank LaMorte & Michael Lattimer - Fairfield, NJ*
  - *Lazydog Apparel & Imprints - Fairfield, NJ*
  - *MPA Painters - Elizabeth, NJ*
  - *New Jersey Pediatric Dentistry - Fairfield, NJ*
  - *Spa at Mecca & Mecca Integrated Medical - Fairfield, NJ*
  - *Triangle Packaging - Newark, NJ*
  - *Amore Ristorante - Woodland Park, NJ*
  - *Barcia Brothers Fence Company - Garfield, NJ*
  - *Energy Management Solutions - Valley Cottage, NY*
  - *Fairfield Daisy Troop #20006 - Fairfield, NJ*
  - *Fairfield Brownie Troop #20055 - Fairfield, NJ*
  - *Joseph Deming, ESQ - Fairfield, NJ*
  - *NJ Pediatric Neuroscience Institute - Morristown, NJ*
  - *Montana Construction - Lodi, NJ*
  - *RJA Heating & Cooling, LLC - Fairfield, NJ*
  - *Troy Orthodontics - Little Falls, NJ*
- **PLEASE SUPPORT OUR GENEROUS SPONSORS SHOULD YOU NEED THEIR PRODUCTS &/OR SERVICES ●**  
**Priceless Gifts Winners (cop car ride, chief, & mayor)** - more info & directions will be sent to you closer to the dates coordinated by FPD and administration.

#### 9. Close Meeting: Co-Presidents

Next meeting, May 17, 2023 at 7PM, Churchill - Voting for next HSA executive board, 2-year term 2023 - 2025

MEETING ADJOURNED TIME \_\_\_\_ 7:27pm \_\_\_\_\_

MOTION \_\_\_\_ Marissa LaMorte \_\_\_\_\_ SECOND \_\_\_\_ Tasha Pipitone \_\_\_\_\_

## **FAIRFIELD HSA EXECUTIVE BOARD NOMINATIONS 2023 - 2025**

The Fairfield HSA is looking for the following positions to be filled for 2023-2024 and 2024-2025 school years (2-year term):

- **2 CO-PRESIDENTS:** The Co-Presidents preside over all meetings, events, activities and/or committees and oversee all duties of the Association and the Executive Board.
- **2 CO-VICE PRESIDENTS:** Act as direct aides to the Co-Presidents. Additional duties include, but are not limited to Technology Director and/or Food Services Director, and/or Social Events. ● **1**

**RECORDING SECRETARY:** Duties include, but are not limited to recording the minutes of all meetings and membership.

- **1 CORRESPONDING SECRETARY:** Duties include, but not limited to maintaining the Sunshine Fund and purchasing items at the discretion of the Co-Presidents.
- **1 TREASURER:** Responsible for all of the funds except for the Sunshine Fund, including but not limited to maintaining the budget, overseeing and obtaining all raffle licenses, tax forms, working closely with the accountant and HSA Co-Presidents.

Each position is a **two (2) year term** and all positions, except for the treasurer, begin on the day after the last day of school in June 2023 and end on the last day of school in June 2025. The treasurer position is in effect from July 1, 2023 through June 30, 2025.

This is a great opportunity to get involved in your child's school system. If you know a parent in the school district that would like to be nominated for one of these open positions to serve on the Fairfield HSA Executive Board, please complete the form below. **Before nominating anyone, please obtain their approval first.** If you have any questions regarding the responsibilities of these positions, you may reach out to Sun and Melinda or email [contactus@fairfieldhsa.org](mailto:contactus@fairfieldhsa.org)

The **deadline** for nominations is May 5th, 2023. The **nominations** will be presented via district email blasts AND social media posts from May 8th, 2023 through May 16, 2023. If there is only one nominee for any position, the election may be by voice vote upon presentation of the slate. In the event there are multiple nominations for any position, **qualified HSA members\* will have one in-person VOTE by secret ballot** during our General HSA Meeting on **May 17, 2023**. (\*A qualified HSA member has had to have attended three (3) general HSA meetings during the current school year.)

Nominations & elections are governed by the Fairfield Home & School Association, Inc. By-Laws (See Article V Section 1 & Section 2)

**DIRECTIONS:**

Fill out this form to nominate a person/people for respective position(s). **Before nominating, please obtain their approval first!** You must also provide that person's email address.