

**RIDGE H.S.A. INC.**  
**BOARD OF TRUSTEES MEETING**  
**OCTOBER 22, 2019 at 1:15 pm**  
**RIDGE SCHOOL**

**BOARD MEMBERS:** *Albano, Ardito, Beiersdorf, Bender, Bosch, Briganti, Bruce-Lockhart, Bruno, Carr, Chudy, Daffron, DeVincenzo, Dowling, Flynn, Freeley, Gershenson, Gross, Harris, Holder, Hong, Kahn, Katzman, Killeen, Kong, Kupiec, Langheim, Lindenberg, Long, Losquadro, Maltin, McCarthy, Minetti, Monte, Muselli, Nadeau, Neuman, Patrawala, Pilchik, Seyfried-Clark, Singh, Sorabella, Steketee, Stephens, Strohmenger, Sullivan, Tobaccowala, Twilliger, Wall, Wallace, Williams, Wright*

**PRESENT:** *Bruno, DeVincenzo, Dowling, Flynn, Minetti, Monte, Patrawala*

**ABSENT BUT VOTING:** *Albano, Beiersdorf, Bender, Briganti, Carr, Chudy, Daffron, Gershenson, Harris, Holder, Hong, Kahn, Katzman, Killeen, Kong, Kupiec, Langheim, Long, Maltin, Muselli, Nadeau, Neuman, Pilchik, Singh, Strohmenger, Twilliger, Wall, Wallace, Williams, Wright*

**Motions:**

1. **A motion was made, seconded and approved by those present to approve the Minutes from the September 17, 2019 Ridge H.S.A. meeting.**
2. **A motion was made, seconded and approved by those present to approve the Statement of Financial Position as of October 22, 2019 and the 2019/2020 Year-To-Date Profit & Loss Statement.**

**WELCOME & CALL TO ORDER**

Barbara Dowling, H.S.A. President, welcomed attendees and called the meeting to order at 1:20 pm.

**Principal's Report**

Dr. Jean Schoenlank

Testing

Dr. Schoenlank described the NJSLA (New Jersey Student Learning Assessment) that students in Grades 3-5 took in Language Arts and Math. She will write about it in the Ridge Report with links to the testing website for more information.

She explained that they have done the PARCC exam in the past, as did many other states and then just a few. NJ stopped using PARCC last year and created its own version. The school was not allowed to see the test so they could not check how it was aligned.

This is our first year of NJSLA. It is a little shorter than PARCC; everyone is in favor of less testing time. The results came in and families should have received them. The unfortunate aspect of switching tests is losing the longitudinal outlook that allows us to track trends from year to year with the same group of students. We use the data to see if there are areas in which students need more support. We always check if we are above the state average, which we are, and look at where we are in comparison with the district average.

The NJSLA provides families with an access code and a digital profile of their student. Families can compare their student's results through the years. NJSLA is also showing a bank of test items to parents and teachers so that we can see what types of questions are being asked.

### Book of the Month

This month's book is *Say Something* by Peter Reynolds. It was shared at the ROC assembly and teachers have read it aloud. The book's message is to use your voice to speak up for your friends and for what you believe in.

### Halloween

The Halloween parade will start at 1:00 pm. There will be no crossing guard this year at lunchtime. The town has never provided crossing guards at lunchtime. For years H.S.A. has paid for one but this year the town switched from the Ridgewood Police to a private company and we can't pay them. Costumes cannot be gory or gruesome.

### **President's Report**

Barbara Dowling

### Important Dates

#### **November**

11/5 — Executive Board Meeting (1 pm)

11/6-11/8 – No School

11/11 – Referendum Open House (6-7 pm)

11/12—Book Fair & H.S.A. Public Meeting (1:30 pm)

11/13—Book Fair

11/14—Book Fair & Colonial Craft Day

#### **December**

12/6 – Holiday Show (9:15 am & 1:45 pm)

12/10 – Spelling Bee (12:00 pm)

12/12 – Spelling Bee (1:00 pm)

12/13 – Teacher Appreciation Lunch

12/17 – Geography Bee Test

12/23-1/1 School Closed

#### **January**

1/7 – LEAP begins & Executive Board Meeting (1 pm)

1/10 – Geography Bee

1/14 – H.S.A. public meeting (1:30 pm)

1/20 – School Closed

1/24 – Wizards Game

1/30 – LEAP ends

1/31 – Instrumental Concert (8:30 am & 1:30 pm)

### Recent Events

Barbara said that Bingo night was this past Friday night and that Eileen Sorabella (chair) and Lauren Kupiec (bake sale chair) did an amazing job. It was lots of fun and there were plenty of prizes and baked goods donated by parents. There was a decent turnout but attendance at Bingo Night has been trending down for the past few years. Mark Bruno noted that it fell on a Yankee playoff elimination game which may have contributed to lower attendance.

There was a discussion about how we could boost attendance by getting families more involved; getting the word out more; involving Student Leadership in promoting it; having Student Leadership students visit classrooms to drum up enthusiasm; having teachers talk about it and play Bingo in class; having Student Leadership present at Bingo Night to encourage families of older students to attend; getting younger students to attend so they will keep coming back each year. Everyone agreed that kids love playing and getting prizes and everyone enjoys the event.

Barbara said that there was a Teacher Appreciation lunch on the same day and thanked the chairs Bridget Kong and Danielle Chudy. It was another wonderful event with many 4<sup>th</sup> and 5<sup>th</sup> grade parents baking and preparing food. Dr. Schoenlank added that it was also a double baby shower.

### Upcoming Events

Barbara said the 5<sup>th</sup> grade restaurant is coming up; Dr. Schoenlank said that a letter about this was going out to parents today. Barbara said the Book Fair will be in November. She will reach out to the chairs to make sure it's going smoothly and will coordinate with them to find volunteers to work the door.

### Referendum Open House

Dr. Schoenlank explained that Dr. Fishbein and the board are preparing a referendum for the town to vote on facilities work in the schools. The proposed work at Ridge would be new heating and cooling systems as well as replacing outside windows with more efficient ones. Dr. Fishbein will be at Ridge on November 11 from 6-7 pm to explain the proposed work. Mark Bruno suggested AC for the gym; Dr. Schoenlank said central air is not part of the plan. She said in the past they were told it would cost 300K to cool just the gym; the H.S.A. purchased fans that year instead.

### Ridgewear

Barbara said the Ridgewear sale has closed and was an unprecedented success. She thanked Jessica Ardito for a wonderful job choosing merchandise, adding the option to personalize items, heading up the designs, and coordinating with the vendor. She also thanked Mindy Muselli for creating the online store and Jennifer Losquadro for working at the table. Selling online is new for us and allowed the store to be open 24 hours. They did an amazing job and everything they did increased profits.

### Directory

Barbara said they do not have a firm date for when the directory will be ready. Federated H.S.A. and MoblieArq, the online platform, are managing the process and have been letting the schools know what they need. They will let us know when it is ready to launch districtwide, likely soon. They will also tell us how to promote it through enews with a link to purchase.

### Winter Wonderland Gala

Barbara said the gala will be on Saturday, February 1. The planning process has been a coordination of efforts among the social committee, auction committee, and executive board—everyone is working as a team. The social committee is planning the event and creating the invitation and menu. The auction committee is obtaining auction items; they will have everything in hand by December 13 so they can organize the items and create the event program. The Ridge Staff has come up with an amazing list of auction items as well.

The invitation will be sent out live on November 8 on our website (this will be the only place to purchase tickets). Enews will let everyone know that the date is coming and then there will be a separate blast when they can purchase tickets. Tickets are \$110 until December 31<sup>st</sup> (early bird special) and then will be \$125. If parents cannot attend, they can still take part in the online silent auction; then can also make a donation on the website.

### **Vice President's Report**

Ashley Minetti

#### Enrichment Update

Ashely reported that Friends of Ridge has earned over \$3,000 and that Tara Briganti is working with teachers on planning the enrichment activities; the dates are being planned. 2<sup>nd</sup> grade had a meeting called Math Magic. 5<sup>th</sup> grade is working on encampment. Tara has reached out to a storyteller from History on the Hoof. Mrs. Tobin is working on the circus contract. Music Mozart will be held on February 21<sup>st</sup>. It will be a music day (split between K-2 and grades 3-5) and will give students an opportunity to meet musicians. Ashley said she is working on ways to let families know about enrichment events and that they are funded by Friends of Ridge.

Mark Bruno asked about encampment and if there was a way for parents to learn how it is run so that they could help with it. Was there a program that Mr. Mueller followed? Dr. Schoenlank said that Mr. Mueller is irreplaceable and it would be difficult to teach someone what he did. She said there was a chance he would return this year. Danielle Flynn asked if he could train a replacement to learn what he does. Dr. Schoenlank said they would have to revise the program if he does not return. They have been talking since last spring about how the event would change if Mr. Mueller did not return. Even if he does return this year, he is no longer at Fort Lee so that would not be part of it; Fort Lee is no longer booking school groups. Mr. Holmes was mentioned because he has had a large role in encampment and has taken part in it every year since he retired. Dr. Schoenlank explained that encampment is going to change; its time has come. We have been very lucky to have had it for such a long time. We've thought many times that it would be the last year with Mr. Mueller and he may still be a part of it. As soon as they know, they will let us know.

## **Treasurer's Report**

Tasneem Patrawala

**A motion was made, seconded, and approved by those present to approve the Statement of Financial Position as of October 22, 2019 and the 2019/2020 Year-to-date Profit & Loss Statement.**

- Motion was made by Lana Monte and seconded by Mark Bruno.

### Statement of Financial Position

- Tasneem said that they recently received the renewed permit from NJ Legalized Games of Chance Control Commission, valid for 2 years. We opened a TD account for funds generated through games of chance.
- The Bill Ward Fund and Savings accounts are stable.
- Operating account is up to \$37,728 thanks to Ridgewear.

### Year-to-Date Actuals vs. Budget: Revenues

- Book gifting \$360
- Frosty Fridays \$480
- Frosty Monday \$413
- Membership directory sponsor ads: Ridgewood Party Rental for \$200, Piano Workshop at Bergen County for \$325, Shattuck Travel for \$200
- Friends of Ridge \$3140
- We received a sponsor for the gala from Joseph Hurley for \$250

### Year-to-Date Actuals vs. Budget: Expenses

Tasneem explained that the accounting and business fees were overbudget by \$1600. At the end of the last academic year we changed accounting firms from P.K.F. O'Connor Davies to Malesardi, Quackenbush, Swift & Company. Last year's firm did not send us an invoice for tax preparation for the year ending June 2018. We just received and paid the invoice for \$1500. We also paid MSQ (current firm) \$900 for filing taxes for the year ending June 2019.

### Other Expenses

- Accounting and Business Fees also includes banking, Paypal, and Square transaction fees of \$574. Each time a transaction is made by parent, we absorb the fee.
- The gaming permit renewal fee was \$100. When we opened the TD account (for Legalized Games of Chance) we put \$200 from Operating into it.
- Quickbooks online annual subscription was \$430.
- Yearly dues paid to Federated H.S.A. was \$1600. This shows up on the P & L as \$500 for insurance for Harlem Wizards game facility; \$250 LSHSA contribution; \$250 Teacher Recognition Award; \$600 online membership directory.

### Gala

The fundraising gala will take place in Paramus and we will apply for raffle permits this week. We need two separate permits and they take a month to process. The Paramus police department will do background checks on everyone on the raffle permit application and

provide a report to the Paramus council, who will then need to approve the permit at a council meeting. The silent auction and live auction do not require permits; only the tricky tray and 50/50 raffle.

**Planning & Development's Report**

Kerry DeVincenzo

Kerry said that they have acquired 8 banner ads for the directory and one sponsor ad, so the \$1525 listed on the Revenues P & L will now be up to \$1725. Another company wants to see the directory before purchasing the ad; if that goes through revenues will be at \$1925.

Kerry reported that we have 58 donation items secured for the auction (41 are confirmed and need to be picked up) as well as 23 staff donations. Ashley said the tally of the value of the auction items is impressive. Kerry said that most of the items on the auction spreadsheet have been committed and a third of them secured. They are still determining which company to use for the online auction (Excel Events, Handbid, or Clickbid).

**Volunteer Coordinator's Report**

Mark Bruno

Mark reported that all committees have been staffed. He will check in with the Social Committee about the bagel breakfast. Red Zone is now fully staffed; leveraging the class parents was helpful. We need to post a list of the Red Zone rules on Enews. New families might not know the rules. There has been some inconsiderate behavior at Red Zone as well. The rules would carry more weight if sent by Dr. Schoenlank so he will send them to her for approval. Perhaps we should ask parents to sign and return the letter. People are also cutting through yards and through the Ridge parking lot, which is not allowed.

**Secretary's Report**

Danielle Flynn

**A motion was made, seconded and approved by those present to approve the Minutes from the September 17, 2019 Ridge H.S.A. meeting.**

- Motion was made by Kerry DeVincenzo and seconded by Ashley Minetti.

ADJOURNMENT: There being no further business, the meeting was adjourned at 2:16 p.m.

Respectfully submitted,  
Danielle Flynn  
Ridge H.S.A. Secretary

**NEXT H.S.A. MEETING is Tuesday, November 12, 2019 at 1:30 pm in the Teachers' Lounge.**