



ALTA VISTA
HOME AND SCHOOL CLUB

Board Meeting Minutes

Tuesday, April 14, 2020

2019-2020 Academic Year

In Attendance

Note: Meeting conducted via video conference due to shelter-in-place order.

Name	Representing (self, committee, initiative)	Name	Representing (self, committee, initiative)
Jayne Monroe	President	Cathy Bailey	Principal
Erin Kasenchak	Vice President	Jessica Winter	Parliamentarian
Darren Matson	Co Treasurer	Anna Rubalcava	Co Treasurer
Farrah Hoehne	Co VP Funraising	Damaris Gellman	Co VP Fundraising
Claire Kalia	Co VP Enrichment	Nina Gholami	Co VP Enrichment
Lauren Jewell	VP Membership	Sarah Wager-Ratinoff	Historian
Jane Findley	Corresponding Secretary	Johanna Danes	Recording Secretary
John Hart	Co Auditor	Jill Brehmer	Co Auditor
Nikki Grist	Teacher Rep K-1st	Liz Werner	Teacher Rep 3rd-5th
Melissa Nunez	Parent Volunteer, Garden Club		

Names in grey text = absent

Voting quorum reached: yes no

1. President Call to Order and Welcome

- Jayme Monroe

- ❖ Welcome!
- ❖ 6:30 pm start.

2. Approval of March Meeting Minutes

- Board Members

- ❖ March Minutes approved.
- ❖ Posted to AVHSC website:
<https://altavistahsc.weebly.com/meeting-agendas--minutes.html>

3. Principle Update

- Cathy Bailey

- ❖ TK is moving to Alta Vista next year. There will be a morning class and an afternoon class.
- ❖ PE is back this week. There are live and pre-recorded sessions.
- ❖ Project Cornerstone is in discussions on how to deliver the content in a recorded format.
- ❖ Campus is closed through the end of the year.
- ❖ The Governor has closed all playgrounds and that is why the campus gates are locked.
- ❖ Manny and Gary are both at school 1 day a week on different days. They are doing security checks and seeing if anything needs attention.
- ❖ Grade level teachers are meeting weekly to plan.
- ❖ State testing is paused.

Kindergarten/1st Grade /2nd Grade:

Kindergarten and 1st Grade:

- ❖ Have launched their own plans with distance learning around a theme.
- ❖ SeeSaw is the platform for both K & 1.
- ❖ K is doing a Rainbow theme this week and Earth Day theme next week.
- ❖ PE live lesson via Zoom went well today. Mr. Thomas is doing an excellent job!
- ❖ K & 1st are doing a workaround in SeeSaw for the FlipGrid recorded PE lesson.

2nd Grade:

- ❖ Started a daily hyperdoc (within Google Classroom) with reading, opinion writing, and the writing process.
- ❖ Reading activities include Scholastic News, listen to reading, and responding to reading.
- ❖ Math is Zearn.
- ❖ Most teachers are doing Zoom morning meetings, read alouds, and office hours.
- ❖ Many enrichment activities have been added to the lessons.

3rd Grade /4th Grade /5th Grade:

3rd Grade:

- ❖ We are using Zoom to check in with our students at least once a week and our assignments are on Google Classroom.
- ❖ We have a new Google Classroom format that makes daily assignments easier to understand.
- ❖ We are starting a novel study with a short novel called *Amazon Fever* on Epic. We are doing comprehension activities that the students have

done earlier in the year. After we complete this novel in two weeks, we will begin *Charlotte's Web* using the same comprehension activities.

- ❖ In math we are studying geometry and perimeter. The students are doing work on Zearn and online exit tickets with Formative. We also have a variety of online enrichment activities linked in Google Classroom.

4th Grade:

- ❖ The fourth grade teachers are using Zoom to connect with students, some teachers are using it more than others due to privacy concerns.
- ❖ They are listening to the book, *By the Great Horn Spoon!* via GetEpic.com - and following that up with a reading response. Students are also doing daily vocabulary exercises.
- ❖ They are plugging through Module 4 (Geometry) - using Videos, Zearn, and math extras such as: Prodigy, Epsark!, Khan Academy, and Mashup Math.
- ❖ They have Mystery Science mysteries as optional extras, history hyperdocs, and various IXL practices.
- ❖ Once they finish the current novel, they plan to continue this with *The City of Ember* to promote continuity. Students are familiar with the reading response so they will hopefully be able to transition between texts.

5th Grade:

- ❖ The 5th grade teachers are all using Zoom to connect with our kids. They are meeting with them just about everyday and have thrown in some fun disney trivia as well as teaching mini lessons.
- ❖ They just started reading *Bridge To Terabithia* through epic.
- ❖ They are continuing to use Zearn for math.
- ❖ They will start doing the state report in the next few weeks.

5. 2020-2021 Board Slate / Survey Results

- Jessica Winter

- ❖ Presented survey results - received 9 responses.
- ❖ Slate is coming together.
- ❖ Co-treasurer and a recording secretary are open.
- ❖ Will send to the broader AV community.
- ❖ Will then be voted on at the General Meeting in May.
- ❖ Discussed holding the General Meeting over video conference because of shelter-in-place order. Will confirm that bylaws don't stipulate that the General Meeting must be held in person.

6. 2019-2020 School Year Coronavirus Impacts/Open Items and Treasurer's Report

- Anna Rubalcava & Darren Matson

- ❖ Impacts:
 - Science Camp - reimbursements to families have been processed.
 - Field Trip Refunds - \$8,000 coming back to the budget.
 - District credit now stands at \$26,000.
 - Potential liabilities include CCP, Teacher's Fund, and P.E, totaling \$37,000.
 - Discussed using rest of room parent funds for teacher appreciation.
 - Working to close the books and rollover funds to next year.
 - Library budget will be impacted with no Book Faire.

- ❖ Treasurer's Report
- ❖ Balance Sheet as of April 14, 2020:
 - HSC Balance: \$39,736.13
 - Savings Account: \$20,025.81
 - Total Assets: \$59,761.94
 - Total Liabilities: \$2,022.61
 - Total Liabilities and Equity: \$98,975.25

- ❖ Budget vs. Actual:
 - Income: \$146,450.00 vs. \$189,255.68
 - Expenses: (\$190,045.01) vs. (\$134,420.24)
 - Net Income: (\$43,595.01) vs. \$48,835.44

- ❖ Transaction List Activity from February 10, 2020 to March 9, 2020:
 - Total Deposits: \$864.05
 - Total Debits/checks: \$847.26

8. Committee Updates

- Board Members

a) VP/Grant Request Update - Erin Kasenchak

- ❖ No updates.

b) Fundraising - Damaris Gellman/Farrak Hoehne

- ❖ No updates.

c) Enrichment Update – Claire Kalia/Nina Gholami

- ❖ Enrichment survey on hold. Will review again and next meeting.

d) Membership/MSA Update – Lauren Jewell

- ❖ No update.

e) Corresponding Secretary – Jane Findley

- ❖ No update.

f) Recording Secretary – Johanna Danes

- ❖ Website is up-to-date with approved minutes.

g) Historian – Sarah Wager-Ratinoff

- ❖ No update.

h) Auditor – John Hart/Jill Brehmer

- ❖ Emailed 2019 Second Half Audit out to board for review. Recommendations included in the report.

i) Father's Workshop – John Hart

- ❖ No updates.

j) President Update – Jayme

- ❖ No Updates.

CALENDAR REVIEW

Date(s)	Event/Item	Times
	No events.	

Meeting adjourned 8:13 pm

Appendix I

Glossary of Abbreviations & Terms

Term:	Refers to:	Term:	Refers to:
AV	Alta Vista	K after a number	Indicates quantity of one thousand
AVHSC	Alta Vista Home and School Club	K, kinder	Kindergarten
CCP	Consolidated Classroom Payment	Maker Space	Designated area for STEAM (see below)
Consolidated Classroom Payment	parent payment covers all classroom activities, field trips, fees, etc. in one payment for the year	MSA	My School Anywhere; application for membership, directory, store, volunteer signups, etc.
HSC	Home and School Club	Online Store	in MSA, parents use to purchase most items related to school; CCP, donations, Library birthday books, Spirit Wear, event tickets, etc.
Board, The Board	elected & appointed officers of AVHSC	SR2S	Safe Routes to School Program
blast	an email sent out to entire population of Alta Vista	SignUp Genius	Online application which manages volunteer sign up
BTSN	Back-to-School Night	STEAM, STEAM lab	Study combined concepts in Science, Technology, Engineering, Art & Math
Enrichment	multiple programs AVHSC funds which the state/District no longer fund, or fully fund, including Art, Clay, Library, Cornerstone, PE, etc.	TOSA, TOSAs	Teacher(s) On Special Assignment
District, the district, 'DO', USD	Union School District, District Office	Union, UMS	Union Middle School