



ALTA VISTA  
HOME AND SCHOOL CLUB

# Board Meeting Minutes

**Tuesday, February 11, 2020**

2019-2020 Academic Year

# In Attendance

| Name           | Representing<br>(self, committee,<br>initiative) | Name                   | Representing<br>(self,<br>committee,<br>initiative) |
|----------------|--|------------------------|---|
| Jayme Monroe   | President  | Cathy Bailey           | Principal   |
| Erin Kasenchak | Vice President                                   | Jessica Winter         | Parliamentarian                                     |
| Darren Matson  | Co Treasurer                                     | Anna Rubalcava         | Co Treasurer  |
| Farrah Hoehne  | Co VP Fundraising                                | 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<br>Secretary                       | Johanna Danes          | Recording<br>Secretary                              |
| John Hart      | Co Auditor                                       | Jill Brehmer           | Co Auditor  |
| Nikki Grist    | Teacher Rep K-1st                                | Liz Werner             | Teacher Rep<br>3rd-5th                              |
| Melissa Nunez  | Parent Volunteer,<br>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 January Meeting Minutes

- Board Members

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

## 3. February USD Meeting Report Out

- ❖ 10 students from Lietz Drama Club performed “All For You” from *Seussical Jr.* The production will take their stage for six shows from March 26-29.
- ❖ Measure J Bond Oversight Committee Report.
- ❖ 2019-2020 Comprehensive School Safety Plans Approved.
- ❖ New Board Policy 6112, School Day, was adopted by the Board of Trustees in order to implement an extended day kindergarten.

## 4. Garden Club Update

- Melissa Nuez

- ❖ There are some funds from the District.
- ❖ We can't do hot compost at school, but working with a master composter.
- ❖ Waiting to hear back on District grant.
- ❖ Discussed the idea of a Master Gardener as a funded position.
- ❖ Budget: \$700-1000 - looking at other enrichment budgets to fund.

## 5. Principle Update

- Cathy Bailey

- ❖ We enjoyed two terrific family events in the last few weeks. The Children's Discovery Museum shared an evening of learning around the science of Dr. Seuss. Thanks so much to HSC for sponsoring this event.
- ❖ Last week, Alta Vista kicked off the STEAM Nights that are being held across Union School District. Although it was pretty cold, that didn't deter 300 people from participating in the event. In addition to student volunteers from UMS and the Robotic Club at Branham, we had ten teachers volunteer to supervise the space themed activities.
- ❖ Our Professional Learning Day on January 17th focused on Writers Workshop, as teachers begin to feel more comfortable with integrating the new curriculum into their classroom instruction.
- ❖ A big thank you, again, to HSC for sponsoring our Spread Kindness assembly at the end of the month. We've had the company, Camfel Productions, present for the past two years. I'm hoping that they will come up with another new and timely show for next year.
- ❖ The last thank you goes out to Jane for arranging for Annie Barrows' visit last week.

## 6. Teacher Update

- Nikki Grist & Liz Werner

### Kindergarten/1st Grade /2nd Grade:

#### Kindergarten:

- ❖ We celebrated the 100th Day of school, Snow Day, and Global Play Day
- ❖ We created in the Makerspace using the Rigamajig. Children created some pretty impressive large structures.
- ❖ We are on Module 5 in Eureka Math, numbers in the teens
- ❖ We have all had the fish print lesson in Art Vistas-- fun!
- ❖ Thank you to the HSC for funding our grant in January. The bikes, hula hoops, helmets, and shower caps have all arrived. The bikes just got assembled last weekend, so we are probably going to wait until after President's Week to debut them.

### **1st Grade:**

- ❖ Last week, we had a great presentation from YSI on Insects and Arthropods
- ❖ We started science rotations
- ❖ Thank you to HSC for the Family Science Night in January.

### **2nd Grade:**

- ❖ This week all 2nd grade classes will put on a special Penguin program for families. Students will present facts, sing songs, and do a play of Tacky the Penguin
- ❖ In January we had a great trip to the San Jose Tech Museum, students learned about matter and had a chance to explore the many interactive exhibits at the museum.
- ❖ We have begun our unit on Opinion writing.

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

#### **3rd Grade:**

- ❖ Marine Animal Reports are due this week
- ❖ Going to the Makerspace in March to make the diorama model of marine animal habitats
- ❖ Informational Writing
- ❖ Math: Fractions

#### **4th Grade:**

- ❖ Fantasy genre book clubs
- ❖ Rancho Branding design and Makerspace activity
- ❖ Writing
- ❖ Math: decimals

## 5th Grade:

- ❖ American Revolutionary War Book Clubs
- ❖ Digital Tatoon
- ❖ Just finished the Walk Through the American Revolution
- ❖ Math: Volume
- ❖ Informational Writing

## 7. Treasurer's Report & Budget Review

- Anna Rubalcava & Darren Matson

- ❖ \$42,000 new in company match, bringing the total to \$70,000.
  
- ❖ Balance Sheet as of February 10, 2020:
  - HSC Balance: \$73,432.28
  - Savings Account: \$20,024.27
  - Total Assets: \$93,457.09
  - Total Liabilities: \$2,022.61
  - Total Liabilities and Equity: \$80,457.37
  
- ❖ Budget vs. Actual:
  - Income: \$146,450.00 vs. \$165,563.89
  - Expenses: (\$190,045.01) vs. (\$131,483.75)
  - Net Income: (\$43,595.01) vs. \$34,080.14
  
- ❖ Transaction List Activity from January 13, 2019 to February 10, 2020:
  - Total Deposits: \$2,986.21
  - Total Debits/checks: \$70,370.15

## 8. Committee Updates

- Board Members

### a) VP/Grant Request Update - Erin Kasenchak

- ❖ Grant request emailed to board from Mrs. Landolt.

### b) Fundraising - Damaris Gellman/Farrah Hoehne

- ❖ Dining for dollars - Chipolte tomorrow night.
- ❖ March 24-26 online auction. Looking for party hosts.

### c) Enrichment Update - Claire Kalia/Nina Gholami

- ❖ Survey is going out earlier this year. Looking to capture demographic data and professional skills.
- ❖ Board support for community service - looking at pilot for next year. Thinking about putting it under the VP role.

### d) Membership/MSA Update - Lauren Jewell

- ❖ A few more CCPs are coming in.

### 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

- ❖ Will present update in April.

**i) Father's Workshop** – John Hart

- ❖ Participated in Drama Club take down.
- ❖ Valentines Day Dance set up.

**j) President Update** – Jayme

- ❖ Attended monthly parent leadership meeting - which has a parent rep from each school. LCAP presentation next month. Guadalupe is doing a parent professional survey with the goal to use the data in volunteer recruiting. All schools are doing well financially. Breakfast community event at Noddin.



## CALENDAR REVIEW

| Date(s)             | Event/Item                           | Times |
|---------------------|--------------------------------------|-------|
| March 9, 10, 12, 13 | Spring Conferences, Early Dismissals |       |
| March 16            | PD Day, No School                    |       |
| March 25            | USD Family Night, No Homework        |       |
| April 6-10          | Spring Break, No School              |       |
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Meeting adjourned 8:17 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  |