



ALTA VISTA
HOME AND SCHOOL CLUB

Board Meeting Minutes

Tuesday, March 12, 2019

2018-2019 Academic Year

In Attendance

Name	Representing (self, committee, initiative)	Name	Representing (self, committee, initiative)
Jayne Monroe	President	Cathy Bailey	Principal
Jill Brehmer	Vice President	John Hart	Parliamentarian
Darren Matson	Co Treasurer	Anna Rubalcava	Co Treasurer
Sarah Wager-Ratinoff	Co VP Fundraising	Jillian Brandt	Co VP Fundraising
Claire Kalia	Co VP Enrichment	Elizabeth Ramirez	Co VP Enrichment
Rebecca Bond	Co VP Membership	Erin Kasenchak	Co VP Membership
Jessica Winter	Corresponding Secretary	Johanna Danes	Recording Secretary
Kathy Yen	Auditor	Yolande Tang	Historian
Nikki Grist	Teacher Rep K-1st	Liz Werner	Teacher Rep 3rd-5th

Names in grey text = absent

Voting quorum reached: yes no

1. President Call to Order and Welcome

- Jayme Monroe

- ❖ Welcome

2. Approval of Meeting Minutes: February 12, 2019

- Jayme Monroe & Johanna Danes

The Board Voted to Approve the Minutes from:

- ❖ Board meeting held Feb. 12, 2019 - MINUTES APPROVED
- ❖ Revisions requested: None.

VOTE: Minutes APPROVED.

3. March 11 USD Meeting Report Out

- S. Ratinoff

- ❖ Oster fourth graders walked through a lesson using virtual reality sets that allowed for 360 degree viewing of volcano images.
- ❖ Guadalupe Extended Care Program Update.
- ❖ Presentation and Public Hearing on the District's UDEA Initial Contract Proposal.

4. Principal Update

- Cathy Bailey

- ❖ Q Conference taking place next week. An important opportunity for making connections.
- ❖ Planning for next year:
 - Jane Threet is interested in doing music next year.
 - Thinking about evolving the PE program for next year.

5. Teacher Update

- Nikki Grist & Liz Werner

a. Kindergarten through 2nd Grade Update

- Nikki Grist

Kindergarten

We enjoyed the whole week leading up to Read Across America by reading many Dr. Seuss books, and doing Dr. Seuss-themed crafts & projects.

We are getting ready for a big leprechaun trap building session on Friday! All K classes will have an in-class STEAM project of designing and creating traps for the leprechauns. Children have been bringing bagfuls of boxes for the past two weeks in anticipation of this! They are very excited!

We continue to enjoy implementing the Guided Reading/Daily 5 program and are seeing great results. We need to expand our classroom libraries to keep up with the demand for "Read to Self" books-- books at the appropriate level of each child. We have put in a grant request for these books!

First Grade

First grade enjoyed several guest readers for Read Across America, including Mrs. Bailey and CTA President Eric Heins. It was an exciting day of literacy in 1st grade!

First grade is enjoying science rotations right now. Each teacher is covering a different science unit, and the students will rotate through all of them. They are: Light & Sound, Animal Adaptations, Sun & Moon, and Plants.

Second Grade

All second grade classes have started the Mystery Science unit on Properties of Materials. We are having fun completing lots of hands on science experiments as we learn about the different properties of materials.

We are finishing up some informative writing before moving onto opinion writing.

Students are learning how repeated addition and subtraction are the foundation for multiplication and division.

We are looking forward to reading one of our favorite stories, Officer Buckle and Gloria as we prepare for a visit from Officer Finch, a retired Campbell Police Chief. Officer Finch will be presenting safety facts in a magical way for all second grade classes coming up in April.

b. 3rd through 5th grades, STEAM Update

- Liz Werner

3rd Grade:

- We created Marine Animal dioramas in the Makerspace. We will be returning to the Makerspace for a life cycle project using Dash robots-the robots will travel across a life cycle map and they will stop at certain spots to hear students' recorded voices explain the

life cycle stages of specific animals.

- We have a field trip to the Campbell Historical Museum on the first week of April.
- We are also studying fractions and reading Charlotte's Web.
- We will soon begin opinion writing.

4th Grade:

- Students are creating Candyland games of story elements from the fantasy books they have been reading.
- There is an upcoming field trip to Roaring Camp Railroad, where they will pan for gold.

5th Grade:

- A new book club and new science rotations are beginning.
- In April, they will begin the Postcard challenge as they start to study state reports. They are also studying fractions and opinion writing.

6. Treasurer's Report

- Anna Rubalcava

- ❖ Updated reports sent.
- ❖ \$30,000 over planned budget and now tapping into carry over.

a. Budget vs. Actuals

- ❖ Income: \$125,015.39 (budget) vs. \$161,728.94 (actuals)
- ❖ Expenses: -\$222,600.39 (budget) vs. -\$191,994.65 (actuals)

- ❖ Net Income: -\$97,585.00 (budget) vs. \$30,160.70 (actuals)

b. Profit and Loss

- ❖ Total Expenses: \$191,994.65
- ❖ Net Operating Income: \$30,160.70
- ❖ Net Income: \$30,234.91

c. Balance Sheet

- ❖ Total assets: \$64,926.32
- ❖ Total liabilities: \$2022.61
- ❖ Total Equity: \$62,903.71
- ❖ Total liabilities and equity: \$64,926.32

d. Bank Balance

- ❖ As of March 11, 2019:
 - AVHSC Checking Account Balance: \$97,644.66
 - AVHSC Savings Account Balance: \$20,019.28
 - USD Credit Balance: 9,072.79
 - AVHSC total: \$106,030.18

e. Deposits

- ❖ As of March 11, 2019 total AVHSC deposits: \$2,426.88
- ❖ As of March 11, 2019 total AVHSC deposits/checks: \$20,308.96

8. Ice Cream Social/Fantasy Faire Update/SJ Giants Game

- J.Monroe

- ❖ Multicultural night underway and happening March 29.
- ❖ Keeping Book Faire Open Late one night and will have an ice cream social. No charge, but donations accepted.
- ❖ Fantasy Faire theme is Safari. Have volunteer leads in place.
- ❖ San Jose Giants is offering 500 tickets for \$500 to Alta Vista. Saturday, May 18.

9. Audit Report

- J.Monroe

- ❖ Only a couple of small details to clean up. Looks clean.
- ❖ Expenses are easy to reconcile to the receipts.

9. Committee Updates

- Board Members

a) VP/Grant Request Update - Jill Brehmer

- ❖ New grant request for Kindergarten books.

b) Fundraising - Sarah Ratinoff

- ❖ Getting the online auction up and running. Have some great donations already in. Looking for a few more party hosts.
- ❖ March 24-28.

c) Enrichment Update - Elizabeth Ramirez and Claire Kalia

- ❖ Love your library went really well. A lot of donations received. Plus new engagement with the library.
- ❖ Santa Clara master composters came out to the garden.
- ❖ Clay team doesn't have enough volunteers to recycle the clay. Planning to send a blast.
- ❖ Working on annual survey to be done in April.
- ❖ Following up on leads to gauge interest for next year.

d) Membership/MSA Update - Rebecca Bond and Erin Kasenchak

- ❖ No update.

e) Corresponding Secretary – Jessica Winter

- ❖ No update.

f) Recording Secretary – Johanna Danes

- ❖ No update

g) Historian – Yolande Tang

- ❖ No update.

h) Auditor – Kathy Yen

- ❖ Presented audit

i) Parliamentarian – John Hart

- ❖ Openings for Fundraising.
- ❖ Openings for Membership.
- ❖ Opening in Enrichment.
- ❖ Opening for Historian.

10. Meeting Wrap Up / Proposed Agenda Items for next Meeting – Board Members

- ❖ No proposed items for next meeting.

CALENDAR REVIEW

Date(s)	Event/Item	Times
March 7 - 15	Conferences - Early Dismissals	
March 26	USD Family Night, No Homework	
March 29	Multicultural Night	
April 8 - April 12	Spring Break, No School	
April 15	USD School Board Meeting	
April 16	1st Grade Music Performance	
April 16	AVHSC April Meeting	

Meeting adjourned 8:15 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