



ALTA VISTA
HOME AND SCHOOL CLUB

Board Meeting Minutes

Tuesday, May 12, 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 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 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

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

3. Principle Update

- Cathy Bailey

- ❖ Sending a lot of email updates to AV families. Have enlisted the Student Council for help.
- ❖ We are working on the process and schedule for Art Vista and Clay project disbursement and pick-up.
- ❖ 5th grade promotion update - students will record videos of their promise.
- ❖ 5th grade tile project update - this year it will be done online. Students will create 6x6 tiles that we'll print out in the Maker Space. We'll then mount them on a wooden backing and display in the Media Center in the fall. Budget will come from 5th grade funds. 5th grader students can keep their design.
- ❖ Thank you to Jane Findley for the virtual author visit today - it had a great impact.

Kindergarten/1st Grade /2nd Grade:

Kindergarten:

- ❖ Since we last met, we have covered several themes in our @home learning. We've done Earth week, farm, butterflies, and now other insects.
- ❖ We use SeeSaw for sending and receiving work. Children can turn in all work virtually using the drawing & text box tools in SeeSaw , or they can choose to print pages off, take a photo of them, and submit them in SeeSaw.
- ❖ PE has been great with Coach Thomas.
- ❖ This week, kindergarten has the option to participate in some activities in the "Makerspace" that the USD Makerspace Specialists have created.
- ❖ We all were so spoiled last week for Teacher Appreciation week. Thank you, HSC!

1st Grade:

- ❖ In first grade, we each ordered butterflies and showed their life cycle at our class meetings. We just released ours today. Here are some [pictures](#) of the release.
- ❖ We are all learning about maps and drew maps of our bedrooms.
- ❖ WE all loved the sweet messages from students for Teacher Appreciation Week, we were really touched by them.
- ❖ Thank you HSC for supporting us!

2nd Grade:

- ❖ Students created an @ home learning buddy t and wrote about how their buddy helps them with their learning from home.
- ❖ In math students have started learning about shapes and their attributes.
- ❖ This week students are listening to the book, *The Best Part of Me* and then taking a picture of the best part of them (hands, feet, nose, hair, etc.) and completing a writing activity of choice about their best part.
- ❖ We are adapting the Sandwich presentation so students will be demonstrating how to make their favorite sandwich.

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

3rd Grade:

- ❖ We have regular Zoom meetings in large and small groups to stay in touch with our students.
- ❖ We are currently reading *Charlotte's Web*; we are able to read 5 chapters a week, much faster than when we read it at school.
- ❖ Our math lessons are on Collecting and Displaying Data-- students complete online Zearn lessons and we check their understanding with online Exit Tickets.
- ❖ Students can choose to do optional lessons on Art from Ms. Malave and Science from the Monterey Bay Aquarium and Mystery Science.
- ❖ For our Biography Report, instead of a Wax Museum, we are making a slide deck where students will upload photos of themselves dressing up or a poster or a water-bottle figure.

4th Grade:

- ❖ Fourth grade is currently reading *The City of Ember* and with it, we are studying Energy in Mystery Science. We push out the Mystery Science Student Links to students and tell them to watch the videos, and - if they have the materials - to try to engage with the mysteries.
- ❖ We are also starting to use hyperdocs for Social Studies instruction. We created hyperdocs for the remaining units of study: Transcontinental railroad, pony express, and WWII.
- ❖ We all do Book Talks via Zoom. We all sent letters to students in the

past few weeks to check-in and remind them that they are cared for!

5th Grade:

- ❖ The Monday Zoom meetings are well-attended.
- ❖ Students will do a modified tile project, potentially using the Carvey (carving machine) in the Makerspace.
- ❖ Students are starting the State Report; they will make slides with voice-overs.
- ❖ The middle school will be meeting with the 5th graders soon to discuss next year with them.

5. 2020-2021 Board Slate

- Jessica Winter

- ❖ Reviewed the current slate for next year.
- ❖ Looks like we have good coverage.
- ❖ Voted to approve the presented slate.
- ❖ Co-treasurer and a recording secretary are open.
- ❖ Discussed the VP role and the evolving community aspect of the role. Decided not to change the description of the role and will wait and see how the role evolves next year. The scope of the community outreach in the role will remain in alignment of District rules.
- ❖ The presented 2020-2021 Board slate includes:
 - President: Jayme Monroe
 - Vice President: Claire Kalia
 - Co-Treasurers: Anna Rubalcava and Carlene Iverson
 - Corresponding Secretary: Jane Findley
 - Recording Secretary: Kim Larson
 - Auditor: John Hart
 - Co-VP Enrichment: Nina Gholami and Jill Brehmer
 - VP Fundraising: Farrah Hoehne
 - VP Membership: Lauren Jewel
 - Historian: Jessica Lucke

a) Treasurer's Update - Darren/Anna

❖ Overview:

- Company match is more than double than what we projected and is currently at \$51,000. Noted that next year we don't expect it to be this strong.
- We'll have money left over at the end of the year to carry into the 2020-2021 school year. Projecting there will be \$60,000 to start the new year.
- Teachers have submitted reimbursement requests.
- Science Camp reimbursements are in process. Some are being donated back to the school.

❖ Balance Sheet as of May 11, 2020:

- HSC Balance: \$40,386.82
- Savings Account: \$20,026.30
- Total Assets: \$60,413.12
- Total Liabilities: \$2,022.61
- Total Liabilities and Equity: \$92,008.39

❖ Budget vs. Actual:

- Income: \$146,450.00 vs. \$187,757.30
- Expenses: (\$190,045.01) vs. (\$136,026.20)

➤ Net Income: (\$43,595.01) vs. \$51,731.10

❖ Transaction List Activity from March 9, 2020 to April 13, 2020:

➤ Total Deposits: \$2,988.39

➤ Total Debits/checks: \$7010.53

b) VP/Grant Request Update – Erin Kasenchak

❖ No updates.

c) Fundraising – Damaris Gellman/Farrah Hoehne

❖ Planning to audit auction items when the time comes to make sure all items are still relevant and merchants are still in business.

❖ Discussed a cookbook fundraiser for next year and well as a Community Cake Making Challenge.

d) Enrichment Update – Claire Kalia/Nina Gholami

❖ Teacher Appreciation Week was a great success - sharing video.

❖ Reached out to different leads for enrichment programs and it's looking good for next year.

e) Membership/MSA Update – Lauren Jewell

❖ No update.

f) Corresponding Secretary – Jane Findley

❖ Virtual Variety Show is underway. Lisa Merkle is editing and will send out the video the last week of school.

g) Recording Secretary – Johanna Danes



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

h) Historian – Sarah Wager-Ratinoff

- ❖ Discussed updates to the marquee. Suggested: Stay home. Stay safe. We miss you.

i) Auditor – John Hart/Jill Brehmer

- ❖ No update.

j) Father's Workshop – John Hart

- ❖ No updates.

k) President Update – Jayme

- ❖ General meeting will be the last week of May and held on Tuesday, May 26 at 6:30 pm. Online meeting link will be sent to all AV parents. In the meeting we'll vote in the board slate for 2020-2021.

CALENDAR REVIEW

Date(s)	Event/Item	Times
May 26	General Meeting	6:30 pm

Meeting adjourned 7:34 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