



ALTA VISTA
HOME AND SCHOOL CLUB

Board Meeting Minutes

Thursday, September 10, 2019

2019-2020 Academic Year

In Attendance

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

Names in grey text = absent

Voting quorum reached: yes no

1. President Call to Order and Welcome

- Jayme Monroe

- ❖ Welcome!
- ❖ 6:30 pm start.
- ❖ Approved August Notes.

2. Movie Night Recap

- Board Members

- ❖ A fun night.
- ❖ Great student volunteer support.
- ❖ Expenses still coming in.
- ❖ Final totals are looking like a break-even event.

3. Principle Update

- Cathy Bailey

- ❖ August 30 was a training day. The focus was mindfulness and academic support. Writer's Workshop was also a big focus.
- ❖ Had a walkthrough today with Superintendent Denise Coleman and saw Writer's Workshop in action in all classrooms.
- ❖ Cougar Pride assembly today. September trait is respect.
- ❖ San Jose Police came by the school today for community outreach and will be visiting regularly.

4. Teacher Update

- Nikki Grist & Liz Werner

Kindergarten/1st Grade /2nd Grade:

Kindergarten:

- ❖ Thank you, HSC for your generous support of our transition to individual classrooms. We appreciate that you gave an extra classroom contribution to both Ms. Mangione & Mrs. Barbara, who had to start from "scratch" with classroom furniture & supplies.
- ❖ Thank you also for the Back-to-School lunch!
- ❖ Kindergarten's big news, of course, is our extended day, which begins on September 30th. We have been making plans and preparing for the lengthened day, which we are so excited about!
- ❖ We had some district TOSAs come to AV to model a lesson for Writer's Workshop (WW). Kindergarten will fully launch WW after we extend our day.
- ❖ We started with Module 2 in math on shapes and will begin Module 1 on numbers to 10 next week.
- ❖ We have also begun rolling out Daily 5. This week, we added "Listening to Reading" and introduced a reading app on our iPads, Epic.

1st Grade:

- ❖ We are working on Writer's Workshop.
- ❖ We have introduced the iPad apps: Lexia & Zearn.
- ❖ We are looking forward to our first field trip to see the play, *Cat in the Hat*.

2nd Grade:

- ❖ All 2nd grade classes are doing the Material Magic unit of Mystery Science. Lots of hands-on science activities. This week students will be testing different types of candies in hot water and observing which candies melt.
- ❖ Students are working on narrative writing using Writer's Workshop.
- ❖ Classes are introducing the different stations of Daily 5

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

- ❖ Writer's Workshop--new curriculum for narrative writing. Goal to teach it 3 times/week minimum.

3rd Grade:

- ❖ Introducing the geographic regions of California.
- ❖ Introducing different reading comprehension strategies.
- ❖ Introducing multiplication and division.

4th Grade:

- ❖ New field trip approved to take the students to Levi Stadium
- ❖ Reading Island of the Blue Dolphins; they will incorporate design thinking into the unit.

5th Grade:

- ❖ Reading Wonder

- ❖ A great start to collections this year.
- ❖ Reviewed that we pay the district \$100,100 in fixed costs over the year in 4 payments.

- ❖ Balance Sheet as of September 9, 2010:
 - HSC Balance: \$85,325
 - Savings Account: \$20,022.30
 - Total Assets: \$66,745.18
 - Total Liabilities: \$26,279.06
 - Total Liabilities and Equity: \$66,745.18

- ❖ Budget vs. Actual:
 - Income: \$146,450.00 vs. \$54,577.83
 - Expenses: \$190,045.01 vs. \$43,455.02
 - Net Income: (\$43,595.01) vs. (\$11,122.81)

- ❖ Transaction List Activity from August 1 to September 9, 2019:
 - Total Deposits: \$81,774.28
 - Total Debits/checks: -\$66,129.23

10. Committee Updates – Board Members

a) VP/Grant Request Update – Erin

- ❖ No updates.

b) Fundraising – Damaris Gellman/Farrah Hoehne

- ❖ We are at \$7250 for sponsorships.
- ❖ New enthusiastic families at platinum level.
- ❖ Dining for dollars – Tuesday, Oct. 1 at Firenze Pizza. 20% to Alta Vista from purchases. Which is also a USD family night.

c) Enrichment Update – Claire Kalia/Nina Gholami

- ❖ All of the kickoff meetings have happened.
- ❖ 3 families have volunteers to sponsor Garden Club. More a family activity than during class time.
- ❖ Over 650 volunteer positions filled. Discussion about employer match for volunteer hours.

d) Membership/MSA Update – Lauren Jewell

- ❖ As of September 10 we are at \$106,000 in donations, up 30% from this time last year.
- ❖ Kindergarten won the pizza party.
- ❖ So far this year, we are at 70% participation on average.
- ❖ Company match dollars are at \$24,000 to date which is \$10,000 over from where we were at this time last year.

- ❖ One more donation push before Walk-a-thon.

e) Corresponding Secretary - Jane Findley

- ❖ Walk-a-thon is launching next week with a kick-off on September 18.
- ❖ Raffle prizes under discussion include Hover Board and FitBit.

f) Recording Secretary - Johanna Danes

- ❖ No updates.

g) Historian - Sarah Wager-Ratinoff

- ❖ Board members need to archive documents to the role specific Google Drive.
- ❖ Updating marque.

h) Auditor - John Hart/Jill Brehmer

- ❖ No updates.

i) Father's Workshop - John Hart

- ❖ No updates.

j) President Update - Jayme

- ❖ Track has been smoothed. A start!
- ❖ Next meeting we will do the audit discussion and digital migration.

CALENDAR REVIEW

Date(s)	Event/Item	Times
Monday, October 14th	USD Board Meeting - need a board member to attend	
Saturday, October 19	Walk-a-thon	9 am to 3 pm
October 17-23	October Scholastic Book Fair during WAT	
Thursday, October 31	Halloween, USD Family Night	
November 4-5, 7-8, 12 & 14	Parent Teacher Conferences	
Monday, November 11	Veterans Day, No School	
Monday, November 18	USD Board Meeting - need a board member to attend	
Tuesday, November 19	AVHSC Board Meeting, Thanksgiving Potluck, USD Family Night	
November 25-29	No School, Thanksgiving Break	

Meeting adjourned at 8: 07 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