



ALTA VISTA  
HOME AND SCHOOL CLUB

# Board Meeting Minutes

**Tuesday, January 9, 2018**

**2017-2018 Academic Year**

# In Attendance

Name	Representing (self, committee, initiative)	Name	Representing (self, committee, initiative)
Jane Findley	President	Larry Thomas	Principal
John Hart	Vice President	Lizl Pienaar	VP Enrichment
Erin Kasenchak	Treasurer	Sunghee Park	Treasurer
Jill Brehmer	VP Internal Fundraising	Jayme Monroe	VP External Fundraising
Rebecca Bond	VP Membership	Stacy Badgis	Co VP Membership
Karen Jacobs	Corresponding Secretary	Elizabeth Ramirez	Recording Secretary
Kathy Yen	Auditor	Nikki Grist	Teacher Rep K-1st
Yolande Tang	Historian	Liz Werner	Teacher Rep 3rd-5th
Sarah Wager-Ratinoff	Parliamentarian	Guest	Doug Evans, USD Board

Names in grey text = absent

Voting quorum reached:  yes      no

## 1. President Call to Order and Welcome - Jane Findley

- ❖ Welcome and Happy New Year! We'd also like to welcome a special guest to tonight's meeting, Doug Evans, former AVHSC parent and was co-auditor with John Hart, on Auction committee...Now a current USD board member, who is joining us tonight.
  - Doug noted that he was appointed to the USD Board through November of next year, then will have to run on a ballot (and be voted in).

## 2. Approval of Meeting Minutes: December 12, 2017 - Jane Findley & Elizabeth Ramirez

The Board Voted to Approve the Minutes from:

- The Prior Board meeting held December 12, 2017
- Minutes were APPROVED

## 3. Fundraising Update - Jill Brehmer & Jayme Monroe

**Family Dance** - Jill Brehmer & Jane Findley

- Valentine's Theme, date set for Friday, February 9th
- DJ & Photo Booth are booked (new DJ vs. last year for this event)
- Will get volunteers as needed (decorations, set up, etc.) Damaris Gelman is a kindergarten parent who signed up to do decorations.
- Ticket link is posted to the MSA store
- Jane has a sign-up out for refreshment donations
- Only "benefactor" families get tickets in their donation, Jane has the list and sent a "congratulations, you have 5 family tickets"

**Sees Candy Fundraiser** - Jill Brehmer

- Complete!

### **Dining for Dollars** - Jayme Monroe

- Jan 15th: There will be a Dining for Dollars at Mooyah on January 15th.
  - No school that day, but people may be coming back from a long weekend, will need dinner out or take out
- Feb 7th: Mendocino Farms, will get 50% of the proceeds

### **Auction Update** - Jayme Monroe & Sarah Wager-Ratinoff

- Tickets go back on sale for \$70 each, “early bird” opportunity to purchase at a discount is over.
- Presales was at 73 tickets sold via the MSA online store, plus there were a few purchases via checks submitted in the office, so close to 80.
- Also looking for more people to get involved.
- Justin Timberlake tickets are under decision to be possible presale (raffle?), raffle, online auction, or in-person.
  - There are a couple other concerts that are coming also
  - John suggests limiting the amount of things HSC invests in in order to get money back (auction committee fully agrees)
- No more classroom creations, however families are encouraged to donate a basket, those items sell well. There will be a separate blast for those requests.
  - Blast planned to send out in another week, to avoid information overload being sent out on the 1st week back from break.
- Asking for volunteers, especially with acquiring donations
  - Disneyland tickets and a few other tickets have come in
  - Bill Lister may do an iPad

## **4. Treasurer Report** - Erin Kasenchak & Sunghee Park

## a. Income update

- Income to date: \$136,575 (as of report date, 8-Jan-2018)
- Net Income to date is negative (\$50,116.00)
- \$4,800.00 income from Spring Auction's early bird registration

## b. Expenses

- Expenses to date: \$84,111 (as of report date, 8-Jan-2018)
- Paid out Walden West for Science Camp - the income is paid
- Sent out teacher budget to actuals,
- Will send out CCP budget in February,
- Lisa Merkel requested history for Drama Club, Erin working on it.

## c. Other Treasurer Topics for Discussion

- \$152k in bank plus \$20k reserve, \$172k total
- \$12k shy of reaching income as planned for the year

## 5. Teacher Updates - Nikki Grist, & Liz Werner Teacher Representatives

### a. Kindergarten through 2nd Grade Update - Nikki Grist

## Kindergarten

- We enjoyed our SmartStart activities that included play-based activities which included: building toys (Legos, lacing, play dough, slime, Osmo, painting, Play Stix), lacing, playdough, slime, painting, salt-crystal "frost" pictures, drawing with Osmo masterpiece, a sand table, and a rice table!
- Kindergarten is extremely thankful for HSC's funding of our grant for Nutcracker costumes and props. The children looked amazing this year in their new costume pieces! It was such a fun day. Photo attached.
- Coming up at the end of January, we have "Snow Day" planned.
- We are working on measurement in math.
- we are introducing writing a sentence-long book report about the book in the Blue Bag, and we continue with Daily 5/Guided Reading for Reading instruction.

## First Grade

- We had a fun Smart Start Day.
- First grade is looking forward to starting science rotations this month.

## Second Grade

- All 2nd graders enjoyed the Smart Start Day. Students chose from the following activities:
  - imaginary clay animal creations
  - finger knitting
  - friendship bracelets
  - fitness boot camp
  - snow structure design challenge
- We are looking forward to our field trip to the SJ Tech Museum on



Thursday, Jan 18th.

- Penguin Day will be coming in February.

## **b. 3rd through 5th grades, STEAM Update – Liz Werner**

### **Third Grade**

- Marine animal project to be assigned next week due sometime in Feb, they have about a month. It gets broken down into a manageable assignment.
- Marine Animal Report assigned but being reworked to match the new NGSS science standards environmental impacts, diorama will be done @ school in the steam lab, will be done in groups of 4.
- Field trip to Monterey Bay aquarium is being shifted also, to January. We scheduled the field trip at the beginning of the unit to help the students select the marine animal they will study.
- Math - working on area & rectangles, they've been studying multiplication in arrays, now taught separately from perimeter.
- Language Arts is focused on Charlotte's Web.
- Makerspace visits have been a success.

### **Fourth Grade**

- Walk Through California Thurs. & Friday this week.
- Informative writing
- Language Arts: Finishing Island of the Blue Dolphins
- **Field Trip to San Juan Bautista (including Mission) planned in Feb.**

## Fifth Grade

- Starting Water conservation studies - will be using kits (from water district) to track things like how much water they're using in the shower
- Walk Through American Revolution coming up in February
- 5th grade Science camp January 16, next week!

## STEAM update

- This month there's no overall separate STEAM report. Please refer to each grade level report, which includes their STEAM projects and learning activities.

## **6. Principal Update** - Jane Findley for Larry Thomas, Principal

### **Round Up of what's going on:**

- First ever Alta Vista Spelling Bee will take place this Thursday evening!
  - Students in 4th & 5th tested in December
  - Will probably expand in future. This first Spelling Bee was piloted with just the 4th and 5th grades.
- 5th Grade Science Camp next week
- Kindergarten PM schedule will change next year so EVERY Wednesday will be "Wacky Wed."
  - This aligns Alta Vista's Kindergarten schedule with other schools in the district and allows teachers to participate in Professional Development and other meetings which often occur on Wednesdays.



- Also consistency for the parents
- Incoming Kindergarten Orientation being scheduled
- Larry is working with Mrs. Pugliese, our STEAM TOSA, on a Steam Night event, there will be more information coming.

### **Q & A with the Board:**

- None this meeting.

## **7. Other Topics of Discussion** - (Addition to Agenda) - Board members plus

Guest Doug Evans

### **Full-Day Kindergarten**

- It really depends on what the District decides, but there are already some implementation ideas under discussion at Alta Vista, addressing space requirements and usage, etc.
- The Board discussed the opportunity that All-Day kinder would bring in more tax dollar “revenue” to the school & district because it would attract more students to Alta Vista, rather than parents opting for private schools which already offer a full day
- Doug Evans contributed that the District Board is and has been discussing all-day Kinder, including:
  - Complications with space, buildings, needing teachers
  - It’s clear most people support it
  - Will bring in more revenue (from more students)

### **AV Drama Club**

- My Son Pinocchio, Jr. shows begin Jan 31st
  - Public tickets open Jan 16th
  - HSC's notification is ready, blast is ready to go the time Drama Club would like it to be sent
  - Drama club got a big donation of \$3k, from the Juliana Lee Foundation (a realtor) for new microphones
    - Sponsors will be printed in the play program and Jayme has been following up & has held a page for this new donor, but needs artwork, etc.

## Smart Start

- Smart Start (*first day back from break included non-standard-curriculum range of activities planned by grade level to ease back into school, see the Teacher Reports for details*) seemed to have been an overall success. Students whose teachers participated loved it. There were a few fourth grade parents wondering why it was not done in a few of the classrooms (according to their students).

## Crossing Guard – Blossom Wood & Blossom Valley

- Crossing Guard (new guard at Blossom Wood) - has been replaced! New guard was being trained Monday.

## 8. Committee Updates, as Needed

### a. VP/Grant Request Update - John Hart

#### GRANT REQUEST - John Hart

- No Grant Activity this month.

## FATHER'S WORKSHOP

- No Update

### **b. Internal Fundraising** – Jill Brehmer

See above, section 3.

### **c. External Fundraising** – Jayme Monroe

See above, section 3.

### **d. Enrichment Update** – Lizl Pienaar

#### **Art Vistas**

- On to the next unit, Set D coming soon end of January into February.
- Grade level training for D,E, F coming up held at the District office.
- Hands-on will be held 1/26/17 for Set D.

#### **Clay**

- No Report.

#### **Cornerstone**

- No Report.

#### **Author Visits**

- Author Visit tomorrow! Michael Dante Di Martino 8:30am, for 4th & 5th grades, He writes a well known Avatar series, and has a new series out. Signing @ 8:00am in the Library.

#### **Parent-Led PE**

- No Update

#### **e. Membership/MSA** - Rebecca Bond & Stacy Badgis

- Directory is complete, Thank You again to Anne-Marie for her help.

#### **f. Corresponding Secretary** - Karen Jacobs

- No Report.

#### **g. Recording Secretary Update** - Elizabeth Ramirez

- No report.

#### **h. Historian/Box.com Update** - Yolande Tang

- Please remember to begin uploading files, documenting processes, etc. to BOX for future reference and transition to future new officers.
- Yolande has been a great help; reach out to her.
- Helped Jill upload all the Walkathon process (8 page doc!) to BOX

#### **i. Auditor Update** - Kathy Yen

- Has all the binders, Deposit binders coming next week, Then next report probably planned for March
- Needs to figure out where to store everything
  - John - move shelves in the HSC closet
  - If it's past 7 years, do we need to keep old treasurer doc.s & binders
  - But right now they are not in any particular order
  - Possible summer project (shelving)

#### **j. Parliamentarian Update** - Sarah Wager-Ratinoff

- New year, recruiting for new board to begin
  - Same survey to go out in Feb.

- If you know already what you want to do let Sarah know
- Slate due in March for discussion, in April we finalize the slate, vote will be during May's general membership meeting
- If anyone has questions about any of the positions, contact Sarah or Jane.
- Some are 2 year terms
  - Officially 1 year, but if no one else interested, can keep role
  - People like to switch

## CALENDAR REVIEW

Date(s)	Event/Item	Times
10 January, Wednesday	<b>Author Visit</b> (Michael Dante DiMartino)	<b>8:30-9:30 am</b>
15 January, Monday	<b>No School - MLK Holiday</b>	
16-19 January, Tues-Fri	<b>5th Grade Science Camp</b>	
22 January, Monday	<b>USD Board Meeting</b> (Erin K)	Check website.
31 Jan through 3-Feb	<b>AV Drama Club Shows</b> My Son Pinocchio	Check website.
9 February, Friday	<b>Family Dance</b> (Valentine's Theme)	<b>6:30-8:30pm</b>

<b>3 March, Saturday</b>	<b>Spring Auction - Location: JCC</b>	<b>6 - 11 pm</b>
<b>20 April, Friday</b>	<b>Multicultural Night</b>	<b>TBD</b>
<b>11 May, Friday</b>	<b>Fantasy Faire</b>	<b>TBD</b>

**Meeting adjourned 6:52 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





