



ALTA VISTA
HOME AND SCHOOL CLUB

Board Meeting Minutes

Tuesday, December 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
Sarah Lee	Parent Guest	Melissa Nunez	Parent Guest

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 November Meeting Minutes

- Board Members

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

3. Principle Update

- Cathy Bailey

- ❖ 20 kids from Alta Vista Chorus performed at recent board meeting.
- ❖ Thank you in advance for the luncheon.

4. Teacher Update

- Nikki Grist & Liz Werner

Kindergarten/1st Grade /2nd Grade:

Kindergarten:

- ❖ We are getting ready for our performance of the Nutcracker on Thursday the 19th. All three classes will take the stage together. Thank you to Anna for making more Ribbon Candy skirts for our added performers on stage. We are all good for this year, but may have to do things differently next year depending on our numbers.
- ❖ We are all working on our biggest module in Eureka Math, Module 4 on addition and subtraction.

- ❖ Classes celebrated the completion of the personal narrative unit in Writer's Workshop.
- ❖ We all worked with Mrs. Lynch and Mrs. Bonde last week to begin coding using an app called CodeSpark. This week, we will all participate in Hour of Code using different coding apps and activities, including CodeSpark.

1st Grade:

- ❖ The First Grade Holiday Sing is on Thursday, 12/12 at 2:00.
- ❖ The first graders are enjoying coding this week with Code Spark, Scratch Jr. and Code.org.

2nd Grade:

- ❖ In social studies students have been learning about their family history, students presented information to the class and shared an artifact. Students are also making a timeline showing important life events.
- ❖ We've also been learning what life was like in the 1800s. All classes are going/or have gone on a trip to History Park to experience hands on what life was like for a child in the 1800s.
- ❖ All classes are looking forward to coding activities this week as part of the Hour of Code.
- ❖ Students are writing about their own special family holiday traditions.
- ❖ Classes celebrated the completion of narrative writing unit with publication celebrations.

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

3rd Grade:

- ❖ Hour of Code during Computer Science Week this week
- ❖ Cultural Doll Project is due on Friday, 12/13
- ❖ In Math, we are beginning to study area, which applies the multiplication concepts they have been learning.
- ❖ In language arts, we are beginning to focus more on nonfiction reading comprehension and informational writing.

4th Grade:

- ❖ Hour of Code
- ❖ Fantasy Book Clubs and Rancho Explorations coming soon!
- ❖ Creating and 3D printing their own brands for their ranchos.

5th Grade:

- ❖ Hour of Code and Lego WeDo
- ❖ In science, they are growing crystals
- ❖ In social studies, they are doing colonial advertisements
- ❖ They recently saw The Nutcracker Ballet and they will have a gift exchange and party next week.
- ❖ In language arts, they are writing fairy tales.
- ❖ In science, they are reviewing 4th-grade science because they are tested at the end of 5th grade on 4th and 5th-grade science standards.

5. Treasurer's Report & Budget Review

- Anna Rubalcava & Darren Matson

- ❖ \$130,000 in total assets.
- ❖ \$10,000 from company match this last month.
- ❖ \$39,000 total in company match this year.

- ❖ Balance Sheet as of December 9, 2019:
 - HSC Balance: \$109,796.05
 - Savings Account: \$20,023.78
 - Total Assets: \$29,819.83
 - Total Liabilities: \$2,022.61
 - Total Liabilities and Equity: \$155,651.85

- ❖ Budget vs. Actual:
 - Income: \$146,450.00 vs. \$186,775.42
 - Expenses: (\$190,045.01) vs. (\$81,898.85)
 - Net Income: (\$43,595.01) vs. \$104,876.57

- ❖ Transaction List Activity from October 7, 2019 to November 17, 2019:
 - Total Deposits: \$14,504.72
 - Total Debits/checks: \$10,384.66

6. December USD Board Meeting Report

- Board Members

- ❖ Alta Vista Chorus performance.

- ❖ Teacher agreement.

- ❖ Discussion about Measure B - it only funds 12.5 teachers.

7. Bylaw Updates

- Board Members

- ❖ Recommend updating the cadence of the treasures so they time out on alternating years.
- ❖ Thinking about how to expand the VP role and making it more of a transition to the president role. The role should shadow the president and take on more responsibility. Articulate this emphasis in the recruiting process.
- ❖ Look at the descriptions. Descriptions are different from the bylaws. Update the descriptions before recruiting.

8. Committee Updates

- Board Members

a) VP/Grant Request Update - Erin Kasenchak

- ❖ No update.

b) Fundraising - Damaris Gellman/Farrah Hoehne

- ❖ Dining for dollars - working on totals.
- ❖ Sports basement fundraiser this week.
- ❖ Auction - will be online only.

c) Enrichment Update - Claire Kalia/Nina Gholami

- ❖ Thank you for budget approvals.
- ❖ Update in January on how to recognize volunteers.

d) Membership/MSA Update – Lauren Jewell

- ❖ Have the complete list of Benefactors and working on the banner to be ready after the break.

e) Corresponding Secretary – Jane Findley

- ❖ Parent Leadership meeting - learned about parcel tax in March for teacher compensation. Working on messaging to get the word out. It will need a 2/3 vote.

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

- ❖ No update.

i) Father's Workshop – John Hart

- ❖ No update.

j) President Update – Jayme

- ❖ No update.

CALENDAR REVIEW

Date(s)	Event/Item	Times
December 10	AVHSC Board Meeting	
Dec. 23-Jan. 6	No School, Winter Break	
January 15	No School, Winter Break	
January 17	Professional Development, No School for Students	
January 20	MLK Jr. Day, No School	
January 29 - Feb. 1	Drama Club Production of Frozen Jr.	
February 4	STEAM Night	
February 5	USD Family Night	
February 11	AVHSC Meeting	
February 14	Family Dance	
February 17-21	No School Ski Week/Presidents Week Break	

Meeting adjourned 8:27 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