

Guadalupe Home & School Club
Board Meeting
AGENDA – MINUTES DRAFT

When: Friday, September 14, 2018
Time: Approximately 9-10:15am, after the Principal's Coffee
Where: Guadalupe Elementary School Staff Room
Attendance: Danalisa Gotz, Theresa Wellman, Joyce Wong, Lucy Cui, Anjali Hattarki, Shelly Moss, Susan Smith, Suzy Cheng Cheryl Palladino, Dale Jones, Sue Robinson, Carmen O'hehir, Shu-Ling Cheng, Anna Wright, Brian Hollman-Kincaid, Rachael Ostrowski, Maryam Sheybani

I. Call to order and Welcome

Sue Robinson called the meeting to order at 9:13am
Sue introduced herself as a Co-President

II. Approve Past Meeting Minutes 9:00 – 9:05 am (5 min)

Motion: Susan Smith
Second Motion: Astrid Obermeier
All ayes, no nays.

III. Treasurer's Report 9:05 – 9:15am (10 min)

Astrid shared that they just finished the Classroom Giving Drive. Field trips have been scheduled for the respective grade levels. So far everything has been going in the right direction for the Treasurer's duties. Next time the budget is available, it will reflect the actual numbers of amounts used thus far. The Classroom Giving Drive will end of day on September 14, 2018 so that parents can funnel their attention to the Walkathon donations. Astrid shared it would be helpful to have the corporate matching confirmation email receipt forwarded to Treasurer so that they can keep track of funds that are on their way. A parent brought up about needing a Garden Committee Chair and was concerned that there is no budget for the Garden and wanted to check in to make sure there are funds allocated. The misc. category funds could be used as well to fund the Garden. There is a meeting on September 20th at 11:00am with the Principal to look at the opportunities with the STEAM lab and see if the Garden can be incorporated. The meeting is open to anyone who is interested in how that area will be developed. There is a bond with money set aside for this project in the STEAM lab area.

IV. Communication Report (Civic Permits) 9:15 – 9:20am (5 min)

Susan Smith shared that she has been posting all things on Facebook. She is working on Civic Permits and the purpose of the permits is so when there is an event at Guadalupe (like an after

school movie), the permit authorizes the use of facilities after hours. Examples of permits include: Ice Cream Social / Parent Night with Dale / After school movie / Evening Movie / WinterFest etc. The Newsletter was well received. Great wait to connect with parents and one parent shared how it was great to have their child's teacher send the GHSC Newsletter with the teacher's weekly email. An idea is to forward the Newsletter to Jeannie so that she it can distribute it to the teachers and they will have access to send it to their parents.

V. Volunteer Coordinator Report 9:20 – 9:30 am (10 min)

There is a room parent coordinator now for Room Parents. There are a group of teachers without room parents, but they are working to anchor a parent in place. Ceramics will be off and running. Art Vistas is off and running and training sessions are happening. Teachers need to send the Volunteer Coordinators a list of responsibilities that have not been staffed by a parent so that the Volunteer Coordinator can help to find parents to fill in those spots. It would be helpful to let the new teachers know that they need to reach out to the parents in the classroom to staff remaining positions and to remind all teachers that the Volunteer Coordinator is available to support them. By the end of next week, everything should be organized. Project Cornerstone is up and running with a meeting next week. Dale has confirmed that GHSC Board and Committee Chairs are permitted to send emails directly to the teachers. We need volunteers for a number of other Committees. The list is found on the GHSC website and some events include: BINGO, BOX TOP etc. There is really a need for someone to head SpiritWear. Teacher Time and Talent will be incorporated this year with WinterFest again. Theresa Wellman has confirmed she will Chair this event. We could have a Newsletter just on volunteering opportunities as another way to communicate the needs of the school etc.

VI. School Board Meeting Report 9:30 – 9:35 pm (5 min.)

Dale shared that the amount of money we received from State – we are receiving \$1500 less per student in this district and so we are making up some of this money per student from lease rentals. However, the numbers are in the red and the District is proposing to the Lease properties to a Senior Care facility etc. The will provide the income to help meet the deficit and looking for other ways to generate more income. Districts like Campbell get three times the amount of money per student due to their demographics. We are looking for ways to raise more money. The Classified and teacher organizations will re-negotiate contract this year.

VII. Committee Reports 9:35 – 9:45 am (10 min)

A. Giving Drive (reflection)

The Giving Drive numbers include:

Grade	Total Asked	Received	
Kinder	7315	4850	66%
1	7306	5593	77%
2	10300	10728	104%
3	12185	9515	78%
4	9875	9083	92%
5	10625	8250	78%
Total	57606	48019	83%

B. Walkathon

If companies are matching, please take advantage of corporate matching. We need more volunteers and we need to raise \$35K this weekend.

C. After School Movie/Family Movie Night

Everything is a go with Incredibles and Incredibles II

D. Family Dance

We have co-chairs set and March 22nd or March 29th are the options for the Dance. Buy tickets and have a great time.

E. Sponsorship update

Guadalupe lost 2 sponsors and Brian is working on some new sponsors and the invoice system is all set.

F. Other

Chef's Night Out on September 26th at The Habit

VIII. New Business 9:45 – 9:50 am (5 min)

No new business

IX. Teacher's Report (preferred communication from GHSC) 9: 50 – 10:00 am (10 min)

Communication method has been clarified and GHSC and Committee chairs can email with discretion and CC Jeannie on all staff based emails.

X. Principal's Report 10:00 –10:10 am (10 min)

Covered during the Principal's Coffee

XI. President's Report (Buddy Bench) 10:10 – 10:15 am (5 min)

There are 2 benches desired and the cost \$1300 each and pictures were shown. They need information to be shared with the students and to let the students understand the purpose of the bench. They could rope the Buddy Bench through Project Cornerstone curriculum.

XII. Meeting Adjournment

Sue Robinson adjourned the meeting at 10:15am.

Next meeting October 24 @ 6:30pm in the Faculty Room

OPEN ITEMS/TASKS	RESPONSIBLE PARTY(IES)	DUE DATE/UPDATE