



Guadalupe Home & School Club
Membership & Board Meeting Minutes Draft

When: Wednesday, September 14, 2022
Time: 8:00pm – 9:00pm
Where: [Meeting Zoom Link - https://us02web.zoom.us/j/83812436766](https://us02web.zoom.us/j/83812436766)

- I. Welcome and Call to Order – Joyce called the meeting to order at 8:06pm.
 - a. Board Introductions
- II. Grizzly Shout Outs - Brian Fry and Traffic Team (Anivan, Leah, Maryam, Paul, Paulina, Reza and Sonal).
- III. Approve Previous Meeting Minutes – Danial Lee motioned to approve and Brooke second it.
- IV. Treasurer’s Report - Treasurers
 - a. Q4’22 Budget to Actuals – Clarification was shared that the rollover from unused funds the year prior goes into general use. This is the common practice we would uphold prior to Covid. During Covid, we voted to allow the rollover due to uncertainty the teachers felt about planning field trips and such. By-laws do not have language that allow for on going rollover. Joyce reiterated that we are going to have a refresh this year as we will not continue to plan school events with budgets in mind for a regular school term.
 - b. Approve 2022-2023 Budget – Adjusted by 10-15% to allow for inflation. Approved by 83%.
 - c. Approval for Bank Authorization / Removal of Former Board Members – Motion to remove, Astrid Obermeir, Carmen O’Hirer, Stephanie Kwok and add Daniel Lee, Uday Devespar, Brooke Libman - Brian motioned. Brooke second it.
- V. Communication Report
 - a. Facebook – All parents and staff are encouraged to join the GHSC Facebook group.
 - b. Newsletter – First Friday of the month. Create your Toolkit account to receive the newsletter.
 - c. GHSC website
 - i. Toolkit / T-Shirt Raffles - Brian will e-mail the families that won and we will announce the names of the families in the October Newsletter and on the Morning Announcement.
 - ii. Yearbook
 - iii. Shutterfly – Grade sites will carry on with your student to the next grade, and also follow families through Middle School and High School. Please post photos onto your grade site to help the yearbook team.
 - d. Phishing Scam Emails – No board member will ever reach out directly to a parent requesting monetary donations, gift cards etc. Please delete these emails immediately.

VI. Volunteer Report

- a. Vacant Volunteer Spots – Top 5 vacant positions are for Winterfest, Bookfest, Book Fair, PAID Crossing Guard position, and Olympic Day. Joyce requested for 7 volunteers to sign up and mentioned about the raffle prize for volunteers.”
- b. Room Parent Orientation – 9/16 at 8:30am. Emails already sent out to all Room Parents. Still need Room Parents for Gates and TSE. Please sign up at Toolkit or reach out to Nilu/Brooke.

VII. School Board Meeting Report - See USD email update.

VIII. Teacher’s Report - Teachers are grateful for the support and generosity. All students and staff are looking forward to Walkathon.

IX. Principal’s Report – Science camp students are having a wonderful time. Camp is a success.

- a. Volunteer Check-in Process – Please fill out the volunteer code of conduct if you are a parent volunteer. You should be receiving a form from your teacher. If not, please contact Jeannie. Forms need to be approved for all volunteer positions.

X. Committee Reports

- a. Classroom Giving Drive
- c. Yearbook - Orders received after March 1st will not receive free personalization.
- d. 5th Grade Leads – 5th Grade parent kick-off meeting on 9/29 @ 8PM. Email will be sent to 5th grade parents soon.
- e. 5th Grade Fundraiser -
- f. Walkathon – Goal is 76K. 10/12 on the upper field with all grades together. This is the biggest fundraiser that helps fund programs at school.
- g. Ice Cream Social – 9/21 @ 6pm. All volunteer slots filled. Please use name tags. Tables will be marked and separated grade wise where you can socialize with grade specific parents.
- h. Mileage Club – Every morning at 7:40am.
- i. Other

IX. New Business -

X. President’s Report – Please complete the Parent Professional Goggle form. USD has a bond measure that will be on the ballot. Measure R supports funding for all infrastructure in our school, as well as other schools within the district. It will be used to fix roofs and plumbing, upgrade technology, upgrade computer systems, improve HVAC, upgrade older school sites, improve campus safety, retrofit for earthquakes, etc. All funds stay local and will not go towards salary, benefits or bonuses.

XI. Meeting Adjournment – Meeting called to a close by Joyce at 9:13PM

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

XII.