

Happy Valley School Parent Club Meeting

5/18/2022 6:30-7:30pm

**Participants: Kirin, Laura, Michelle, Janette, Martita, Carly,
Gwen, Tricia, Katy, Sarah, Tiffany, Alexa Jones, Jocelyn**

1. Introduction/Approval of April meeting minutes

Approved

2. Open House Recap – Financials -- Martita

Open House was successful. We sold out of pizza. Thank you to Laura and parents who brought food. It was a good community event.

So far, we've raised \$3,575 from Open House and there's more trickling in. We made \$1,500 in cash from the food table. We still have some. Laura just sent the auction items so she is expecting more money from checks and Venmos for class projects to be trickling in. The garden teacher, Mr. Bowie, also raised \$300 on his own.

Michelle says she has heard a lot of great feedback from parents about how nice it was to have a community event. Having food was good so parents didn't have to figure out dinner. Awesome job!!!

Martita presents a PNL Report through the end of April. In May, there's \$4k more coming in. The big number is "total income \$74k." We will end close to \$80k for the school year, which is a good amount.

The Balance sheet just shows the cash in the bank. It's close to \$250k, which is an accumulation of prior parent club years.

Question: When there's an accumulation of funds at what point is it contributed toward the endowment?

Answer: Last year, we decided not to put anything in the endowment because it was a weird year. Usually, we would choose an amount like \$30-60k to put in. Historically, we want to keep some cushion in reserved in case we don't have a great fundraising year. We could probably fund something toward the endowment this year.

In the past, the way this was decided is that anything that went above the costs for the year, went to the endowment. We're always paying for the next year, not the current year, that's why the cushion is important.

Maritta says since she took over, the cash amount hasn't changed significantly. At some point, they did not contribute all of the excess or there was a big cushion from a while ago. This year, there is no excess. We're at a loss of \$18k for the year. She still thinks we could put some toward the endowment. Last year we had a profit of \$23k and didn't do any toward endowment.

Heather says the years she has been there, we have kept around \$200k in cash for the year we're chasing and the next year, as a rainy-day fund. Now, it's exciting that we may have some extra money.

What we just committed to the school was \$67k. The library is earmarked for \$20k and \$47k for the things parent club usually funds (art, music, aides).

The history of it was always to try to increase the endowment fund as much as possible so in the future we could cover the increase in salaries of teachers' aides because those will always go up. For the future generations, the more we put into the endowment fund, the less future parent clubs will have to raise. Eventually, we want the endowment to cover all of the programs we pay for. Heather says we have excellent fundraising events in place and if we keep adding to it, we can keep the paying it forward as our predecessors did for us.

If people have outstanding reimbursements, please turn them into Martita.

Question: Since this is our last meeting, how do we go about voting on the endowment fund amount?

Answer: The only thing that is stopping us from voting right now is that Laura has some potential school upgrades that she will need funding for. Once we know

what we need for that, we can figure out how much to contribute to the endowment fund.

We probably need to have a summer meeting. Larua had a painter out to the school today to give a quote for painting the exterior. She is hoping for a bid in the range that HVPC can provide. The picnic tables are looking rough, if we replace all of the ones that need to be (20 or so) they might be \$500 a piece. We would like to have more good seating at the school. Laura will work on the quotes for those.

Laura asks if anyone has any idea what to expect for a bid for painting the school? Sarah has a neighbor who is a retired painter, maybe he could come give a quote? Larua says yes. Laura asks how Sarah, as a teacher, how she feels about whether to paint the school? Sarah says, "as a mother and a teacher, I love the idea."

Tiffany says thank you for the benches and picnic tables. "As a parent and an employee, we really need those. Kids are getting splinters. The benches behind the classrooms are in awful shape."

Jocelyn has someone who recently painted their house. She had received a large range of quotes. Jocelyn will provide the contact information to Laura so she can ask them to come take a look. It would be great if the work could be done over the summer.

Heather asks if anyone has thought about adding any covered seating? We only have that one place. Michelle says there's an awning in the back. Laura says since we're offering school lunch next year, there may be a bigger need.

3. Request for Approval of Increased Budget Funds for Garden

Mr. Bowie suggested that getting a grant would be great. Laura encouraged him that the redwood dinner funds will put a big focus on the garden. He needs plates and forks for when kids make their own salads. He has a great idea for a compost tiered garden system. Someone from samba rock is bringing all their compost here. He has great plans for garden upgrades.

Increase garden budget to \$1k? We will give him \$600, knowing we are approved for \$1k if he needs it.

Yes, approved.

4. Yearbook -- Tiffany

Tiffany is ready to pass on the responsibility of the yearbook. She and Carly have done it for the last 3 years together. It's good to share the responsibility with a partner. One good thing to do is to try to have one room "yearbook parent" for each class room. They would be responsible for setting up the pages for each class. That would help split the work. Yearbook used to be part of the Arts Alive program. If that's coming back, it would be great to have it as a yearlong class. They've done it before for 6th graders. Maybe some do first half of year and some the next. They will have 5th graders participate if there are not enough 6th graders. Yearbook could have up to 10 in the class. 5th graders could fill in spots if there are not enough 6th graders interested.

Weve been using Memorybook, to produce the yearbook and that has worked well. At the end of the year, they always have an offer for the following year. She could renew the program now and then we would be ready for someone to take over next year. There are some financial benefits to renewing the contract before June 1.

HVPC Approves renewing the contract with Memorybook. Tiffany will renew it. Whoever takes it over will have their own email assigned to them specifically for this.

Please add yearbook to the list of jobs listed on the commitment sheet. If we do it through Arts Alive, that person will get paid to do it. Tiffany says it's really good to have someone who is on campus a lot and knows what events are happening so they know what is important to include in the school yearbook.

Heather says sign-up genius seems to be working really well, maybe we could make one of those for all of these jobs we have available for next year? Yes, please. Heather will make a sign-up genius.

Heather says she thinks one reason we are not getting Parent Club submissions, is our Constant Contact email program. Heather says her parent club emails always go to her spam folder. If we could change that program to a different mass email thing, it might be better. Kirin has reached out to Donna to see what she uses because everyone gets her emails.

5. Michelle – Updates

We cannot participate in the national school lunch program. It would cost us the same as we would get. We will offer free lunch to people, and see what parents can donate. Michelle says as a parent, she would be willing to pay for lunch if she didn't have to make it. You will have a receipt that says "you ordered 6 lunches; would you like to donate any of the cost?" Michelle does not want HVPC to have to raise money for this.

Parent Survey Results

We have just about the same number of participants on the spring survey as on the fall survey. Michelle will share the results with the community on Friday. She will attach the same PowerPoint she presents here to her newsletter.

Ideas to increase and facilitate parent engagement

- Events at the end of the day or first thing in the morning for working parents.
- Specifically ask about volunteer opportunities "we need someone to do yearbook etc."
- Having volunteer opportunities that occur before or after school hours
- Being able to volunteer in the classrooms
- Communication directly from the room parent about volunteering.

These are not criticisms for anyone. Just to let people know what ideas there are.

Some people asked about afterschool care and school lunches. Some people would like additional academic support.

A lot of people said they would like to have Spanish language classes offered. We are looking for someone to come in to each class for one hour per week. They do not have to be credentialed but they do need to understand how kids learn since they will teach k-6. Michelle will put a request for anyone who knows anyone in her newsletter. If you know someone, please contact Michelle.

The big things planned for next year:

- New library
- Spanish
- Classroom volunteers
- Big buddies
- Daily lunch program
- Parent club activities
- Readers workshop in every classroom

Katy says the feedback from 1st grade parents is a request to be able to get fingerprints done at school. Michelle says we can bring in a private entity for about \$20 more per person. Michelle is looking at bringing LiveScan in to Back to School Night. Michelle will also cover the cost if necessary.

Tricia says the number one way she made community at school is that parents were encouraged to walk kids to classrooms, but we are really missing that. It's a key part of growing the younger community. Michelle agrees with Tricia, anything we can do to welcome new families would be great. There are 15 new families in the incoming kinder class.

Question: How many hours would we be considering for a Spanish teacher?

Answer: About 7 hours per week. We could be flexible. If someone was good, we would work with them.

Michelle says they also need another person to help fix things at the school like benches and such.

Michelle says we had students that drew some awesome art of the new mascot. Michelle likes the idea of putting their art on t-shirts.

6. Alexas Jones proposal

Alexas is Adam and Xander's mom from 4th grade. She is working with Michelle to help come up with more opportunities to increase the outside learning space at the school. She would like to propose adding an open 24 x24 platform, like a deck, but what would be unique is that it would have a benched back on it instead of a railing. It would be just to the right of the music room, where there is an open area. The concept is that it could be for music and outdoor art. The material can be power washed. It can be a square space, to hold the weight of 40 children. It has been drafted to be up to code. The tech deck vs. natural wood, would be the seating and flooring so it is long lasting and easy to clean up. A couple of questions that have been asked are what art would be created? She says it could be any art and culture outside. Ms. Conway was thrilled at the idea of having more outdoor space. They have had a contractor and a plan drafter and Alexa working on this. She has also provided in the parent box is an outline of materials. The estimated cost of materials is \$6k. Alexa is asking that HVPC put some money towards it.

Question: How would we pay for labor?

Answer: ALEXA will make a personal donation in terms of time for this project. She is a parent and an educator of 30 years. She knows how much our kids are going through. Her kids lost their only uncle this past year and she would like to memorialize him as well with this project. Parent input would be absolutely welcomed.

The main request for HVPC is to support this project financially. It does not require a permit since it is not near any building.

Michelle says thank you for all of the work Alexa has already done. Michelle says they have been thinking about this for a while. We are becoming a Green Business school which means you're always keeping up with green business practices. Moving kids outside is an important part of helping kids develop a connection to the Earth. This won't be far from the library. This could be a place for kids to go out and read. When Alexa first came, we already had a maintenance person, which we no longer have right now. It will still happen; it will just be throughout the year. If we can't find another maintenance person, a parent has offered to donate some time.

Question: Any plan for a covering over it?

Answer: No, not as the plan stands now. Most of those pop-up canopies would fit within the space. She would love to see it move forward as it is now, but input is great. Michelle says the way it is built, that is something that could be easily added later. Michelle would also like to see it covered eventually.

Question: So, we don't have a contractor yet? We wouldn't buy materials yet, right?

Answer: Correct. Knowing that materials funds are covered will allow them to continue to see who and how to get this done. There are contractors within Alexa's family. One family member came and looked at the space and drafted blueprints. Her husband is going to pitch it to the Dad's club as well.

Heather says it would be a nice visual thing for parents to see and appreciate that the PC supported.

7. HVES Running Club – Carly and Katy

Carly and Katy are interested in starting an after school run club for males and females. They're thinking maybe one or two days a week. What they want from HVPC is just support. They will look into getting their own insurance. Kids would make donations to the program directly. Katy and Carly would be coaches, with 2-3 coaches overall. They will cover other topics like keeping your body healthy and might bring in community guest speakers. They're looking at a company called Fitness Finder. Kids would get a lanyard that would be scanned each lap

they did, and they could earn little rewards like hats and water bottles. They don't want to use an existing program, because they want to take the best of each and tailor it to our kids.

Heather says this is the kind of thing where PC can and should be trying to help make happen.

Question: What are the requirements for insurance? Heather is excited. She talked to Carly Perlman who ran little mermaids. They haven't ever had to have insurance before. What's the new thing?

Answer: They did, that's why soccer stopped doing things at HVES. Little Mermaids was covered under their larger organization. Michelle's understanding is that they stopped doing it here because the insurance was too expensive.

Katy and Carly will try to get it off the ground next year. They will probably start with a smaller group of kids in the fall and then grow the group in the spring.

8. Other

Heather thinks they have a lot of really great ideas, and a lot of them involve money, so we need to get all of the money requests in, then we can look at whether we have money for everything or whether we need to make hard decisions and possibly send a survey to parents.

We need to schedule another meeting. Laura and Kirin will work with Michelle.

Question: Has anyone stepped up as president for next year?

Answer: Laura will be here to support, but has not had anyone come forward. Lindsay says she will be here to support but can't take it on in her first year back. Heather says it's about leading a team and delegating. You just need to remind everyone when it's time to get started. It's a coaching job.

We do need to figure out who is going to do this. It has been hard to recruit parents this year because of not having parents on campus as much. The community has not been as close due to COVID. Michelle was very happy with the Open House and we are doing a good start at getting our community back on track.

Sarah has an idea. She is thinking about Tiffany. We have all of these amazing parents that come through parent club, is there something the HVPC can consider doing for parents that are graduating out of HVES? What could we do to honor those families? Maybe Kindergartener parents could give flowers or something to the graduating families?

This year we have 19 kids graduating. Laura says thank you for bringing that up.

Wild idea of HVPC buddies? Maybe some parent takes an incoming family under their wing to welcome them to the school?

Michelle will think about it.

Question: Does HVPC want the poker chips?

Answer: Yes, we could keep them in the shed. People think it could come back next year. **Thank you, Heather, for everything!**

Meeting Adjourned