

HVPC Meeting Minutes - Wednesday, September 20, 2023

1. Approve minutes from August meeting

- Approved

2. Principal's Update (Michelle)

- Looking at Construction happening next summer. Will be keeping everyone updated throughout the year.
- **Strategic Plan**
- Sent out last year. Very important to the board to have a working relationship between board and PC. They would like to invite a parent to be a representative at the PC meetings. Michelle suggested that Carly Trotter would be this rep since she is already at the meetings as a board member.
- **School Site Council Agenda**
 - Michelle explained that it doesn't make sense to have a site council AND a parent club meeting.
 - Site council helps to create the parent survey. PC helped with this last year. Michelle is asking the parent club to serve this role again. Folks agreed.
 - Michelle asked for an okay to have the school using Title 1 money to support the intervention teacher. Folks agreed!

3. Financial Update (Martita)

Budget-

Goal to fundraise is \$90,000 for next year's programming.

- SO far, \$10,130 collected/committed through commitment sheets. Discussion on sending out a reminder. Waiting until after Drive For Schools & Redwood Gala to send that reminder out.
- Suggested that we do a year-long thermometer with the \$90,000 goal.
- QR code on PC thermometer so parents can donate when reminded.
- Talk about reminding parents about the commitment sheets. Sarah requested that they wait until after Drive for Schools.

Program Expenses/ Budget

	Actuals FY 21-22	Actuals FY 22-23	Actuals FY 23-24	Budget FY 24-25
Art & Music Program salary and supplies	\$ 40,564	\$ 40,546	\$ 50,728	\$ 52,000
3 Classroom Aides	\$ 40,568	\$ -0-	\$ -0-	\$ -0-
Library - librarian	\$ 5,000	\$ 26,000	\$ -0-	\$ 10,500
Garden Program	\$ 600	\$ 600	\$ 14,600	\$ 17,500
Excess to Endowment Fund		<u>\$ 20,000</u>		<u>\$ 10,000</u>
Total Program Expenses/ Endowment	\$ 86,732	\$ 87,146	\$ 65,328	\$ 90,000
Facilities Upgrade		\$ 41,982		

- **Fundraising Income**

FY 23-24 Fundraising Income

	Actuals FY 22-23	Budget FY 23-24	Actuals 23-24 to date	Notes
Commitment Sheets and employer match	\$ 44,558	\$ 40,000	\$ 10,130	13 families/ 16 kids; about 13% participation
Redwoods Gala (net after expenses)	\$ 22,822	\$ 25,000		11-11-23 at Bargetto
Read-a-Thon (net after expenses)	\$ 31,218	\$ 25,000		
Total Fundraising Sources	<u>\$ 98,598</u>	<u>\$ 90,000</u>		

4. Redwood Gala (Katy)

- Excellent teams for the event!

- Lots of donation items solicited are in!
- Looking at different caterers.
- Still need room parents to push for wine bottle donations.
- 17 tickets have been sold, but they are for sale through the end of October.
- Room parents possibly asked to recruit families to donate desserts. But discussed just pushing getting parents to come to the event, rather than making donations.
- Need to connect with George to set up legacy table and etc for the event.
- Fliers are going home in this week's TH folders to remind parents of the event and that ticket sales are open.

5. Book Fair (Lena)

- During week of parent teacher conferences Nov. 13 - 17th.
- 5-7 Parent volunteers needed! 12:30-2:30
- Would a morning time slot for the Book Fair be helpful? Lena suggested 1 morning time slot. 1 parent thought it would be a good idea.
- Parent club QR code can be used so cc's can be accepted. Also there will be a 'Square' set up as well.
- Will be bigger and with more variety this time!
- Scholastic will be providing a register.

6. Yearbook

- We desperately need someone to take on the yearbook!!!! Parents putting out a plea in the meeting notes. No volunteer, no yearbook!

7. Merchandise (Tricia)

- Having a tricky time with merch orders, but is getting sorted. If parents ask, please tell them they are working on it.

Next Meeting 10/18 at 6:30pm

Adjourn