



**DAVES AVENUE HOME & SCHOOL CLUB
EXECUTIVE BOARD MEETING MINUTES**

Date: September 19, 2023

Location: Daves Avenue Elementary MPR

In attendance:

Voting: Jenna Mittleman, Michelle Nielsen, Melissa Barragan, Alexis Barnickel, Bob Lapcevic, Jessica Gwynn, Shestin Swartley

Non-voting: Nabila Patel, Trang Nguyen, Teresa McNamee, Angelina Randazzo, Sylvia Garcia

1. The meeting was called to order by Michelle Nielsen at 8:19am
2. Approval of August 21, 2023 Executive Board Meeting Minutes.
 - a. Motion: Michelle
 - b. Second: Melissa
 - c. Motion Passed
3. Principal's Report – Jenna Mittleman
 - a. Phonics Testing: Phonics testing completed for all grades over the first 2-4 weeks of school. Benchmark assessments are being used as a tool to facilitate small group instruction based on skills versus reading levels, "The Science of Reading". Encourages skill based groups.
 - b. Testing report: Daves students scored 80.32% proficient or above in math (district is 80%) 72.9% in ELA. Educlimer being used to aggregate data, this data used to fill the proficiency gaps.
 - c. Room parents: Macey Kalin is the room parent coordinator and will be meeting with Room Parents this week.
 - d. Garden Projects Update: Green team goal in next 60 days is to make progress on garden beds, outdoor classrooms.
 - e. Fun Visors: Emails will go out next week, Nathaniel Gallegos is the new yard supervisor from 11-1 and will help facilitate Fun Visor training.
4. District Chief Business Officer Report on Facilities Master Plan
 - a. District Funding: Provided an overview of the District's funding and business. Went over district wide revenue and how it is broken down and distributed. The majority of funding comes from property taxes. On a per child basis, we receive less due to high public school enrollment (95% vs. 80% in neighboring districts). Discussed district wide expenditures including staff, specialists, activities, and core programs. Post-Covid, students have recovered academically. However, socially, program staff using resources to fill the gap with special programs which come primarily from donations. Funding is also used for facilities maintenance such as HVAC systems, fire alarms coding, ventilation, etc. Developer funds (i.e. North 40) applied towards facilities such as outdoor classrooms, fields, etc. Capacity is biggest issue across district.
 - b. Facilities Master Plan: Summarized the work plan and timeline. Daves facilities urgency includes HVAC, lighting, windows, doors, and flooring. Key input from parents is from ParentSquare survey which closes in two weeks, seeking higher participation.

5. Team Discussion Topics
 - a. Authors' Day: Librarian Trang Nguyen presented a budget for events and book purchases for library. Partnership with Hickelbee's which negates Author's fees, our schools book minimum has been met. Authors scheduled include Gennifer Choldenko, Deirdre Brandner, and Meena Harris. Spring visits to be determined but might include Joanna Ho for three presentations. There are two more possible Hickelbee's authors (no authors fee). Budget requested: \$4,830 - \$4,500 already approved, \$1,000 sponsor donation. Requesting additional \$330.
 - b. Fall book fair confirmed with Hickelbee's during conference week. Last year's book fair credit was \$3200.
 - c. Trang will come back with a proposal for new library furniture: Bean bag chairs, modular tables, more flexibility and comfort is the overall goal.

6. Presidents' Report –Michelle Nielsen and Melissa Barragan
 - a. Back to School Night/Family Mingle – Feedback received from parents that doing the online sessions via zoom with Jenna was much calmer and effective. All parents were able to hear the OneCommunity messaging and general announcements in a much clearer way.
 - b. Walk and Bike to School Week Plan – Angelina Randazzo discussed with the board the timing for the first week of October. Requesting twelve prizes for students with a budget of \$500 for prizes (possible apparel) and signage.
 - c. HSC Shed - Space and Potential for new storage. Seeking another shed or space to store more precious items such as speakers, velvet ropes, electronics. Jenna will speak with Thomas about possible solutions such as an upgraded shed or room in MPR.
 - d. Marquis update - Jenna will speak with Thomas about lighted marquis. Jenna will get proposals for the marquis.
 - e. One Community Update - Jenna is working with teachers to put in weekly classroom newsletters. Emphasis on giving period and shining spotlight on kids and educators.

7. Vice Presidents' Report – Alexis Barnickel
 - a. Family Movie Night: mostly organized, currently working on VIP tables which is something new for this year.
 - b. Business Sponsor Banner - Confirm payments and follow-up with outstanding accounts before printing.
 - c. Upcoming Events - working on support letter for new chairs.
 - i. Bingo Night Date of 10/25
 - ii. Red Ribbon Week - Jenna will be meeting with the Student Council for planning. Week of 10/23.
 - iii. Halloween Parade - this will stay consistent with past years. 4th & 5th grade working on dance. Parents will be along parking lot for parade, dance party for students only on center blacktop.
 - iv. December movie date at Cinelux 12/6

8. Communications Report – Kim Watt and Nabila Patel
 - a. Sponsor Banner: Will work on a new Sponsor banner.
 - b. Newsletter and Social Media: Provided update on newsletter and Social Media presence.

9. Treasurers' Report – Bob Lapcevic and Shestin Swartley
 - a. Budget update: Clay budget increase to \$5,000 was approved. Author's Day budget of \$4,500 approved. Math monster budget of \$300 approved.
 - b. Garden grant: Daves was awarded a grant for \$10,500 for the Garden Projects.
10. Sylvia Garcia volunteered to be author's day chair. Michelle connected her with Trang Nguyen so that she could assist with upcoming events.
11. Adjournment at 9:38am