

# Leigh Home and School Club

## Board Meeting

### Minutes

December 13th, 2021

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1. Welcome 7:05pm
2. Community Updates
  - Principal (Mrs. Butler)
    - i. Email Ms. Butler if you're interested in being on the parents' committee for WASC (Leigh's periodic reaccreditation process from the Western Assoc of Schools and Colleges).
    - ii. Incoming 9th Grade Parent Night (info night for parents of current 8th graders) will be January 24.
    - iii. It's almost time to start course selection for next fall. 9th-11th grade parent night is coming up on January 11. Information will be sent out about this to the parents.
    - iv. Info sessions about AP and Honors classes are coming up; these sessions are held during tutorial so students can learn about AP or Honors courses they may want to take next year. A schedule of the info sessions will be sent out right before winter break. Please encourage your student to attend.
    - v. Bell Schedule Survey: Parents, please fill this out if you haven't already, to provide your feedback on various aspects of the bell schedule for next year that the school is considering. The teachers will vote on the schedule; by the terms of the teachers' contract, this vote must be completed by the end of the 12th week of the 2nd semester, which is in March. So by the end of March, the bell schedule for 2022-23 will have been finalized.
  - Teacher Rep (Ms. Smiley) - Not present tonight
  - Student Rep (Ella Frank, Outreach Commissioner from ASB)
    - i. It's Stress Relief Week so each day there are different stress relieving activities during lunch.
    - ii. The virtual Family Giving Tree is still happening.
    - iii. PJ Spirit Week is happening the week of finals.
    - iv. There will be another spirit week the week of Winter Ball in January. Winter Ball tickets are on sale now.
    - v. The sophomore class had a hot chocolate fundraiser.
    - vi. Students from ASB spoke at the most recent school board meeting.
    - vii. There was a Hanukah activity in the quad during Hanukah.

- viii. ASB gave gifts to the teachers as a Teacher Appreciation Activity right before the Thanksgiving break.
    1. Ms. Butler said the teachers were very touched by the gifts from the Teacher Appreciation Activity, which included cookies and personal notes from the students, and she says the teachers are still talking about it.
  - District Board Trustee (Kristiina Arrasmith) - not present tonight; will return in January
  - HSC District Rep, Facilities (Tamara Strachman) - Not present tonight
  - HSC District Rep, Finance (Doug Evans) - Not present tonight
  - College & Career Center (Ms. Goricanec) - Not present tonight, but Susan Smith presented her report.
    - i. Attendance has picked up at the college essay help sessions. This is the last week for those sessions. Thank you to all the parent volunteers.
    - ii. Ms. Goricanec continues to hold office hours on Fridays from 1-2pm for parents.
    - iii. She is looking for volunteers to help update the Adulthood 101 learning module content.
    - iv. She's also looking for volunteers to make College & Career Center posters, for College & Career Readiness and College Application How-To's.
    - v. Volunteers could also help with podcasts, Doodly videos, more.
  - Boosters - PAPA/Spirit/Sports
    - i. PAPA (Amy Gardner)
      1. Just finished the Almost Maine show. It ran for two weekends and the students did a great job. The stage was in the middle and the audience was on two sides of the stage, to keep people spread out for COVID safety. It was a great show and made a slight profit.
      2. Winter Percussion is having a fundraiser: they are selling soup-making kits. There are kits for many different types of soup. You can order them at [papa.org](http://papa.org), through January 7.
      3. Tomorrow night 12/14 are the winter concerts for the music program, off campus at Venture Church on Hicks Rd. in Los Gatos at 7pm.
    - ii. Sports Boosters (Jennifer Lipscomb)
      1. They are having a flash sale on Leigh HS pajama bottoms. You can find details on their social media.
      2. They're running their donation drive for Winter sports.
      3. The Snack Shack brought in even more money than budgeted during the fall, so Sports Boosters has bought a new timing system for the track team, and new windscreens for the field for baseball/softball.
    - iii. Spirit - no Spirit update this month
3. HSC President Update (Susan Smith)
- Our HSC meeting is moving from January 24 to January 31 (because Incoming 9th Grade Parent Info Night is January 24).
  - The Stampede committee is looking for a volunteer to help update the Stampede logo (could be as simple as changing the date for the logo). Amy Gardner spoke up and volunteered.

- HSC has created a spreadsheet of staff gift preferences (favorite restaurants, allergies, etc), which you can see here if you want to find out what a particular Leigh staff member might like:  
[https://docs.google.com/spreadsheets/d/1Znqe\\_l8riTyJ5xW3n-JGuNi8XWKvwg8gYLRtw8NyzaM/](https://docs.google.com/spreadsheets/d/1Znqe_l8riTyJ5xW3n-JGuNi8XWKvwg8gYLRtw8NyzaM/)

#### 4. HSC Finances

- Treasurer Report (Amy Hogg)
  - i. We have a total cash balance of \$142,842. We're at 146% of budget for our Annual Giving Drive and also at 146% of budget for the Corporate Match donations. For complete details, see her report:  
[https://drive.google.com/drive/folders/1A\\_nTjFzi70jHNKpzig-u50dEoBkP-DoV7](https://drive.google.com/drive/folders/1A_nTjFzi70jHNKpzig-u50dEoBkP-DoV7)
- Present & approve staff grant requests (Ashleigh Coffeng)
  - i. Ms. Yu requests \$99 for the Mandarin class to purchase Wordwall and Pondy Reader. These are online platforms that help
  - ii. Robotics Club asks for \$300 for parts for their robot for competition.
  - iii. Kerry Haywood made a motion to approve the two grants, and Kara Butler seconded it. Motion passed unanimously.
  - iv. We received a nice thank you note from the Autism Program teacher for the grant we made for that program.

#### 5. HSC Committee Updates

- Volunteer Coordinator (Susan Smith gave the update) - We're looking for lots of parent volunteers for various jobs, from graphic design to helping with College & Career Center and the Stampede. Mary Ellen Poirier spoke up in the meeting to say she works as a graphic designer and can help.
- Mental Health & Wellness / Wellness Center (Ms. Butler gave the update) - The Wellness Center is coming together nicely. It looks nice, there are calming activities such as puzzles, and they are preparing to open it. They are working through the process of exactly what kind of help the Wellness Center will offer, and the process for it. The Wellness Center will be able to refer students to get more help. Plan is to open it soon.
- Staff Appreciation (Alexis Hoekstra) - Luncheon for the Halloween Costume winners is this Thursday. December staff appreciation is taken care of; there will be some sort of appreciation in January but probably not a lunch. The plan is that in February the teachers will hopefully be able to have their lunch indoors, all together.
- Campus Beautification - no report this month
- Student Club Support (Anne Massenkeil)
  - i. She's working to connect parent volunteers with the right clubs.
  - ii. Erika Marcucillo said the TedX club is looking for parents to volunteer to speak at an event in March. They'll interview parents who are interested in speaking.

#### 6. HSC December Newsletter (Amy Gardner)

- Amy is working on the newsletter.

#### 7. Approve [November 2021 Meeting Minutes](#)

- Ashleigh Coffeng made a motion to approve the minutes. Amy Gardner seconded. Minutes were approved unanimously.

8. Meeting adjourned at 7:55pm.