

Leigh Home and School Club

Board Meeting

Meeting Minutes

March 21st, 2022

1. Welcome 7:04pm

HSC Officers present: Susan Smith, Ashleigh Coffeng, Aine O'Donovan, Jenny Green, Pam Reynolds. Noting this specifically because this is a rather small meeting tonight. (About 20 participants total.)

2. Community Updates

- Principal (Mrs. Butler): She is leaving Leigh after this school year to take charge of Special Education for CUHSD. She will miss us but she will still be with CUHSD and the district will do a search for a good replacement.
- Teacher Rep (Ms. Smiley not present this evening) - no report this month
- Student Rep (ASB Exec. Board: Isabela Maldaner)
 - i. Mostly working on the Spring Fling spirit week.
 - ii. Also Relay for Life is coming up April 29-30 and they are trying to get more sign-ups.
 - iii. Recent events included Holi, Valentines Celebration, and quite a few other activities.
- Leigh Community Liaison (Ms. Soto not here, but Susan Smith gave report)
 - i. Sandra Soto is the new bilingual Community Liaison for Leigh. This position is new to Leigh this year. Her role is to support Leigh families, for example by providing parent workshops, helping families understand the school system, helping parents support their children's education.
 - ii. Ms. Soto is helping students who need prom dresses and tuxedos. She would like to find a source for free or discounted tuxedo rental for prom. If you have a contact or source for this, please tell Susan Smith (president@leighhsc.org) and Susan will put you in touch with Ms. Soto.
 - iii. HSC is going to create a new volunteer committee position called Community Liaison Support, so that we'll have someone who's tasked with working with Ms. Soto to support her and her role at Leigh.
- College & Career Center (Ms. Goricanec)

- i. This is the time of year when students find out if they were admitted to the colleges they applied to. Ms. Goricanec is there for them, to cheer them on or help them deal with disappointment, as needed.
- ii. The sophomores took the PSAT 10 last week. It usually takes about 6 weeks to receive the results.
- iii. Now Ms. Goricanec is busy with the Career Fair, and then she'll be busy with the AP Exams. Thank you to the parents who signed up to help proctor the AP Exams. We are close to having enough proctors now; if Ms. Goricanec needs more she'll send out an appeal for more; she expects to know before spring break.
- iv. Career Fair, April 14 from 12-2pm:
 1. HSC volunteer Holly Roever said she's looking for people who want to come in from 12-2pm and chat with the kids about what you do at your job. People from all different kinds of jobs are needed. Not just seeking people who work in professional, white-collar jobs – we also need people who work in the trades and in all kinds of jobs. If you or anyone you know might be interested, please email ngoricanec@cuhsd.org.
 2. The Career Fair will probably be held outdoors in the quad (TBD).
 3. Would HSC be willing to pay for pizza and cupcakes for the Career Fair?
 4. Ms. Goricanec also needs a small team of volunteers (a few people) to help her with setup and to hand out pizza and cupcakes on the day of the Career Fair, April 14.
 5. Aine suggested we send out a dedicated email about the Career Fair, asking for volunteers to come talk about their jobs.
 6. Susan Smith suggested we specify some of the target job areas that we're seeking.
 7. Mrs. Butler stated that she has a contact at the fire department.
 8. Susan Smith stated that she will recommend that HSC have a separate line item in next year's HSC budget for College & Career Center (CCC) and for Community Liaison. That will make it easier to help support things like the Career Fair.
- Boosters - PAPA/Spirit/Sports
 - i. PAPA (Amy Gardner)
 1. Spring See's Candy fundraiser is happening now. Sales end March 25. Go to <http://leighpapa.org/papa-fundraising/> and click on fundraising to order your See's Candy. Last year PAPA raised over \$1500 through this fundraiser and they hope to do that again.
 2. There's one more weekend of the spring play, Of Mice and Men. Tickets are on sale at <https://leighpapa.org> and www.leightheaterarts.com.
 3. Spring musical starts April 22, "The Drowsy Chaperone."
 4. PAPA needs more theater parent volunteers and Band volunteers! Currently recruiting at middle schools for incoming 9th grade parents, but if you or your student has any interest in the performing arts, please come volunteer for PAPA. It's awesome and fun.
 - ii. Sports Boosters (Jenn Lipscomb)

1. At the most recent Sports Boosters meeting, they decided to support senior banners. So if a team would like to have a banner to recognize their senior athletes, Sports Boosters will pay for that. This is a change from past years when teams had to raise the money themselves. Sports Boosters will pay for this going forward.
2. Sports Boosters welcomes new participants. They offer Zoom and in-person meeting options right now.

3. HSC President Update (Susan Smith)

- We have several board and committee members leaving us at the end of this school year because their children are graduating. So we're looking for some new board and committee members, including a new Recording Secretary.
- Tonight we'll discuss the funding requests from Mrs. Butler, which she gave us as possible areas that HSC could fund with the large, anonymous donations that we received this year plus the overage from this year's Giving Drive/Corp Match fundraising. Details about the requests are here:
https://docs.google.com/spreadsheets/d/15CSjWOi1yEMo0AEJni3JedEM_KIB8soCP1oWd2qVCGc/edit#gid=0
- Erika Marcucillo said she didn't think \$300 was enough to replace all 8 bulletin boards (one of the items on the list is new bulletin boards for the hallways and it's listed at \$300). The hallway bulletin boards are currently unprotected cork, some of which are exposed to rain, and they deteriorate quickly. Erika and Nathalie Goricanec believe that it would be better to get encased bulletin boards. She will research how much it would cost.
- Alexis Hoekstra noted that we have enough money to cover everything on the list except the shade sail right now.
- Jenn Lippscomb and Alexis H. suggested that we deal with the shade sail as a separate item that we perhaps fundraise for separately. So they suggested paying for everything else on the list and then see if we can do a separate fundraiser for the shade sail.
- Alexis H. suggested that the shade sail is a good opportunity for a company that might want to be a corporate sponsor.
- Mrs. Butler said she's not sure if public schools can take corporate sponsorship or not, but she will find out, and she'll find out what the rules are for this, if it's allowed.
- Mrs. Butler mentioned that we're coming up to the deadline for the school to order things this year; there's only about another month for the school to be able to order things this school year, so she asked if HSC could vote this evening on how to spend the money.
- Alexis H. suggested changing the amount of money allocated for the bulletin boards from \$300 to \$4000 since it sounds like good, outdoor, encased bulletin boards are going to be expensive.
- Susan Smith updated the bulletin board amount to be \$4,000, bringing the total cost of all the items on the list (except for the shade sail) to \$45,100.
- Jennifer Lipscomb made a motion to allocate \$45,100 to pay for all the items on Mrs. Butler's [request list](#) except for the shade sail. Alexis Hoekstra seconded. Motion passed with 17 approving, zero opposed, zero abstaining.
- Here's what was approved for spending:

Bulletin Board replacements	\$4,000.00
High quality wireless mic for speakers in the gym	\$500.00
Physics Lab Sensor kit	\$2,100.00
Lunch time lawn activities	\$2,500.00
Graphing Calculators - Math dept (class set of 32)	\$4,000.00
Community Liaison Support	\$5,000.00
Speakers (visitor side of The Bowl)	\$5,000.00
Wellness Center carpet	\$5,000.00
Science Supplies (beakers, scales, microscopes, etc.)	\$7,000.00
Wellness Center - programs & storage furniture	\$10,000.00

4. HSC Committee Updates

- Stampede 5K Run/Walk (Aine O'Donovan)
 - i. So far 120 people have signed up for the Stampede.
 - ii. We have \$10,000 in sponsorships so far.
 - iii. We have 22 volunteers on the Stampede committee, consisting mostly of parents but also two students.
 - iv. Erika Marcucillo, Kara Butler, and several teachers are helping too.
 - v. The thing we need most help with is advertising it: posting on social media, putting up flyers at local stores, etc. Please email stampedeinfo@leighhsc.org if you can help with flyers or with the Stampede in any form whatsoever.
 - vi. Stampede website: <https://leighhsc.org/stampede/>
 - vii. Also please like the Stampede on Facebook: <https://www.facebook.com/LeighStampede/>
 - viii. Flyers for stampede- download and share! Thank you!
<https://leighhsc.org/wp-content/uploads/2022/03/StampedeFlyer2022.pdf>
- Grad Night (Alexis Hoekstra)
 - i. We're moving forward with all of our plans: We take the kids on a bus at 9pm on the night of graduation and go to the Santa Cruz Beach Boardwalk. We have our own area of the boardwalk and it's only Leigh seniors there.
 - ii. We have 178 tickets sold so far. Some parents have donated for scholarships for kids who can't pay.
 - iii. We have 3 parent volunteers to accompany the kids to the Boardwalk, and we need a few more volunteers. Email gradnight@leighhsc.org.
 - iv. The Boardwalk has its own security, so the parent volunteers' biggest job is to keep an eye on the kids on the bus on the way to the Boardwalk and on the way back.
 - v. Graduation yard signs are on sale on the <https://leighhsc.org> website.
- Wellness Center (Kristin Welter)

- i. The Wellness Center is doing well. It has established a connection with the high-need students and is now focused on reaching out more broadly and reaching students who maybe haven't seen counselors in the past and haven't been identified by teachers.
 - ii. Wellness Center is working on a marketing plan and creating some activities designed to draw in more students. For example, this week at lunch they'll be showing the movie "Inside Out." Also offering a meditation workshop at 7:45am one day this week. This is all advertised on newsletter, website, posters etc. Wellness center events page on school website:
<https://leigh.cuhsd.org/apps/pages/WellnessCenterEvents>
 - iii. Priya, the consultant whom HSC hired to help us with Wellness Center programming, has also been looking into what resources are out there in the community that the Wellness Center might be able to take advantage of.
 - iv. Right now there's a big bottleneck for students to get counseling, so Priya is looking into what options are out there in the community to help more students get counseling.
 - v. In February there were 40 total visits to the Wellness Center, averaging 3 per day.
 - vi. This month (as of March 21) the Wellness Center has already had more than 50 visits.
- Staff Appreciation (Alexis Hoekstra)
 - i. March event was Saint Patrick's Day treats for teachers: bagels, donuts, fruit, green decorations and leprechaun riddles.
 - ii. In April there will be a staff luncheon, probably quiche and salad. Watch for the sign-up sheet for bringing food for this luncheon.
 - iii. In May there will be a little present for each teacher, and then in June there will be a staff luncheon the day after the last day of school.
 - Campus Beautification (Ashleigh Coffeng)
 - i. April 23 from 9am-1pm is our next Campus Beautification event. A Signup Genius sign-up sheet will be going out in the HSC newsletter.
 - ii. Also new longhorns (metal signs) have been ordered for the quad, and should be in place in time for graduation so people can take photos with them.
 - Student Club Support (Anne Haro)
 - i. We want to give the different clubs the opportunity to be highlighted in the newsletter (in the Club Spotlight section), so the Student Club Support committee will be reaching out to the clubs to invite them to submit a little information about themselves for the newsletter.
 - ii. Also the committee is reaching out to the student clubs with a survey to ask what kind of support they're looking for. We know many of them want speakers, but the committee wants to find out if there are other ways they can help.

5. HSC Finances

- Treasurer Report (Susan Smith gave the report, because Amy Hogg isn't here)

- i. We have a total cash balance of \$151,969.30, of which \$14,433.70 is reserved for CCC Scholarships, Grad Night and the Leigh Stampede (\$520.00, \$9,455.21 and \$4,458.49, respectively).
 - ii. For more details, see the Treasurer's Report: <https://drive.google.com/drive/folders/1THkLXkq32QDhA2fE2f6mduHiKBjosOC8>
- Present & approve staff grant requests (Ashleigh Coffeng)
 - i. Staff grant requests are here: <https://docs.google.com/spreadsheets/d/1RtAmMfcPqE75kzirxP59bmfU4FkyTcjQhPBw8ZulWw4/edit#gid=0>
 - ii. Requests this month are:
 1. Mrs. Nakamura, AP English Lit, requests \$85.50 for three poetry books as prizes for "March Poetry Madness" and 87 customized pencils for students to use at the AP Exam.
 2. Mr. Rademacher, Leigh Autism program, requests \$230 for a one-year subscription to BrainPop (this is a renewal of last year's subscription).
 3. Mr. Dorsen, French program, requests \$80 for a floor lamp for his classroom, which is very dark and has just one small window. He will place it near his desk so he can work and grade papers.
 4. Ms. Sholomon, school counselor, requests \$300 for flowers and decorations for the Student Awards Breakfast.
 - iii. We have about \$2889 remaining in the Staff Grants budget for this year.
 - iv. Ashleigh Coffeng made a motion to approve the four grant requests for this month. Alexis Hoekstra seconded the motion. Motion passed with 14 voting to approve, zero opposed, zero abstaining.
- 6. HSC March Newsletter (Amy Gardner)
 - Anytime you're at a campus event and you take a picture that you think would be good for the newsletter, please send it to Amy at amy.gardner@gmail.com.
- 7. Approve [February 2022 HSC Meeting Minutes](#):
 - Amy Gardner made a motion to approve the minutes as presented.
 - Nathalie Goricanec seconded.
 - Motion passed with 100% approving.
- 8. Meeting adjourned at 8:47pm.

ADDENDUM ADDED AFTER THE MEETING: After the meeting was over, we realized that we didn't have a quorum for this meeting, so after the meeting we had an executive board vote via email on all issues that we voted on during the meeting; all motions were passed by the executive board too.