

LIVE OAK HIGH SCHOOL

Home & School Club (HSC) Meeting Minutes

August 25, 2016

i. Call to Order: Cherisse called the meeting to order at 8:45 a.m.

ii. Welcome and Introductions

iii. Attendance: Board members - Cherisse White, Ann Pember, Paula Scotney-Castle; Parents - Jennifer Cruz, Sandra Roman, Naa Anim-Appiah, Marianne Snook; School Liason - Sarah

iv. Adoption of Agenda:

v. Approval of Minutes: Meeting minutes reviewed and approved by meeting attendees.

vi. Committee Reports

a. Treasurer's Report

1. Handout was given, titled Profit & Loss Year End 7/31/16 (August 2015-July 2016)
2. Summary: Total Income - \$28,702.80, Total Expenses - \$30,366.09, Total Net Income = -\$1661.81
3. Paula will purchase the new Quicken program for under \$200.

vii. Principal Lloyd Webb and Vice Principal Tanya Calabretta attend meeting

viii. Old Business

a. Fingerprinting for Volunteers

1. Fingerprinting for volunteers is a requirement.
2. You will get an official badge once fingerprinted.
3. There has been a great turn out for fingerprinting from Live Oak parents so far.
4. MHUSD has purchased a new fingerprinting machine which will be used at the district office.
5. Lloyd Webb led in efforts to get financial help for parents who need it to complete fingerprinting.
6. Members expressed concern regarding who is policing the drivers for sporting events to make sure they are fingerprinted. At this point, coaches will be managing these requirements.

b. Sign-in at Front Office

1. Parents must sign in and out at front office.

c. Storage Closet

1. Cherisse cleaned and organized closet.
2. Fully loaded with paper goods and utensils.

d. Freshman Orientation

1. This event was a huge success for the H&SC. Many new members signed up. Now we have to figure out how to get all of the new parent contact information into a database.
2. Naa suggested LOHS, in the future, give a Parent Orientation/tour of the school, similar to the tour given to the freshman students, so the campus is familiar to parents as well.

e. Teachers Welcome Back Breakfast

1. Very successful! There was enough food and coffee and we stayed under budget.

ix. New Business

a. Emergency Food and Water Kits

1. Jennifer expressed concern that students and teachers are not prepared with snacks and drinks in case of an emergency.
2. Fire extinguishers and first aid kits are serviced each year.

b. Student Planners

1. School is doing away with planners since chromebooks can be used for the same purposes. Although, the school has ordered 200 generic planners for those students that feel they really need them.

c. Fundraising

1. Poinsettias

- i. Marianne Snook will chair this event since Lorna no longer has a student at Live Oak.
- ii. Sandra Roman will reach out to Lorna to get Marianne connected with the poinsettia information.

2. Scrip

- i. Last year Cynthia headed up this event. Cards range from 2-13% of purchases going to school. Cards allow a monthly reload.
- ii. Cherisse will follow up with Cynthia to see if she'll continue chairing this event.

3. Restaurant Nights

- iii. Jennifer scheduled the first restaurant night at Panda Express at Cochrane, on 9/15 from 10am-11pm. 20% of all proceeds donated to Live Oak. Panda Express allows these fundraising nights every 30 days. Two weeks advance notice is required.
- iv. Panda Express check will be delivered to Live Oak, ATTN: Tracie and should arrive six weeks after dinner date.
- v. We should market these dinners via announcement over the school speaker, marquee, website and flyers handed out after school.

4. Goodwill Truck

- i. Silicon Valley Goodwill

- ii. Seniors currently have the Goodwill truck scheduled for October 2 for Grad Night.
- iii. The next available date is March 4, 2017. On Saturday, the truck will park on campus all day. A full truck is worth \$1250.00 in donations to school.
- iv. Goodwill will accept most things except furniture.
- v. Will accept Ewaste.

5. Bunco Bowl

- i. Naa will chair this future event.

6. Levi Stadium

- i. Jennifer has been in contact with Levi Stadium. Seniors have been interested in working this event for Grad Night. Last year they raised \$7-\$8000. H&SC considered jumping in to split proceeds, but decided that we could still volunteer, but allow seniors to keep all proceeds.

7. Kohl's Care

- i. Cherisse will follow up with Missy to get more details.

8. Club Food Day

- i. Scheduled for 9/1, 11/3, & 2/2.
- ii. We would like to have a H&SC table.
- iii. Mr. Sumpter should have a master list of what clubs are selling.

9. Future H&SC Meeting Dates

- i. Will discuss November and December meeting dates.

10. ELAC Meeting

- i. September 22nd. At 9:00am.
- ii. It would be nice to have a representative from the LOH&SC in attendance.
- iii. Meetings occur on the fourth Thursday of each month.

11. Academic Assembly

- i. Scheduled for Thursday, 10/6 in large gym.
- ii. H&SC volunteers will deliver baked goods and juice to small gym in early A.M. prior to assembly.

x. Adjournment:

- a. The meeting was adjourned by Cherisse at 10:15am. Next meeting is scheduled for Thursday, September 22 at 8:45am, Live Oak Library Conference Room.