

Holmes Jr. High PTA Board Meeting Minutes

September 22, 2016

In attendance: Joy Klineberg, Heema Govindjee-Merchant, Karen Hamilton, Diana Mahoney, Allison Chilcott, Natalie Lindquist, Abby Koenig, Sameera Sandhu, Bob Poppenga, Seongmin Yoo, Lea Darrah, Diloshuri Seuevratue, Lori Benedict, Chios Holguin, Lisa Harry, Heather Wade, Derek Brothers, Sue Xu, Laura Shapiro, Ellen Shields, Carla Datanagan, Michael Dufresne, Raj Sajjan, Leon Xia, Sarah Telles, Erika Drayton Jehali, Rachel Gunn, Navi Baines, Tarri Swanson

1. Welcome and Introductions

- After introductions, Joy gave a brief overview of the new PTA website.

2. New PTA Website -- www.hjhpta.org

- Please visit the site frequently so that it will appear higher on Google search lists.
- The website is a wonderful tool for working on school connectedness, a PTA goal for the year.
- New updates such as Teacher Profiles and possibly a Parent Resource page will be coming.

3. Approval of Minutes

- Spelling of Martha Quenon's name was corrected in the May 26, 2016 minutes.
- Motion passed to approve the minutes from the May 26, 2016 meeting.

4. Historian Report

- Heema Govindjee-Merchant is the 2016-2017 historian.
- The historian's job is to document the number of hours that PTA members contribute on behalf of Holmes. So far, over the summer and since the beginning of the school year, 112 volunteer hours have been documented.
- Registration, Welcome Back Coffee, PE Clothing Sales and the first dance all had lots of help and went well.
- Heema is considering taking the lead on all school Signup Geniuses in order to monitor volunteer hours.

5. 2016-2017 Budget

- Joy presented the 2016-2017 budget and explained that our goal as a non-profit is to have a zero balance (i.e. all money that is raised should be spent each year). There was a reserve last year of about \$4,500, which the PTA is planning to spend down this year.
- We are using PTAEZ for our budget this year. PTAEZ allows for transparency and continuity from year to year but has some limitations in its formatting.
- Aside from the surplus of \$4,500, there are no significant changes in the budget this year. Small changes include:
 1. \$150.00 allocated for the new website.

2. An increase in \$2,000 for the Athletic Department (these funds come from last year's surplus).
 3. An increase to \$750 from \$500 for Parent Education.
 4. An increase to \$2,000 for Staff Appreciation.
 5. An increase in Department Grants to \$3,150.
 6. A projected surplus of \$2,000 in the Unfundraiser to be used to purchase AutoCAD software.
 7. \$1,750 allocated to purchase outdoor furniture for the quad outside the library.
- Motion passed to approve the 2016-2017 budget.

6. Treasurer Report

- Karen Hamilton, Treasurer, presented the Treasurer's report.
- Motion passed to approve the Treasurer's report.

7. Auditor Report

- Laura Shapiro, Auditor, presented the Auditor report.
- Two audits were done over the summer (on 7/20/16 for July 2015 through December 2015 and on 7/25/16 for January 2016 through June 2016).
- The profit and loss statement was corrected to reflect a discrepancy of \$69.00 (\$69.00 was added to our records to match bank records).
- Motion passed to approve both audits.

8. Membership Report

- Joy presented the membership report for Michelle Agnew.
- There are currently 288 members of our PTA, which totals \$4,320 in dues. Our goal was \$5,000 in dues.
- To date, Holmes has received donations from 137 families totaling \$12,545. Our goal was \$11,500.
- There have been 245 requests for directories so far. The directory should be done by the end of September.
- PTAEZ requires email addresses to enter data about donations/donors. Since this year's Direct Donation paperwork did not include a request for permission to use donors' email addresses, the direction donation information has not been entered in PTAEZ. Karen and Joy are working on language for the future that would ask donors for their email addresses and inform them that their email addresses would only be used for PTA auditing purposes.

9. Unfundraiser Report

- Diana Mahoney presented the Unfundraiser report.
- The Unfundraiser raises funds for the three grade level experiential field trips.
- A mass mailing through the USPS will go out around October 25.
- For the first time, donations can also be made through the PTA website.

- Typically, only about 25-30% of Holmes' families donate to the Unfundraiser. Diana hopes that overall donations will increase now that donations can be made online.

10. ASB Student Leadership Report (Mike Dufresne)

- Leadership is off to a good start with two teachers and 50 students.
- Mr. Dufresne and Ms. LaFlamme attended a training for Leadership in Fresno.
- Leadership will be trying a Popcorn Fundraiser this year.
- In an effort to increase awareness about hurtful words, Leadership will be implementing a "Words that Hurt" campaign. Among other things, leadership will be creating positive messages to help combat hurtful words.
- Holmes will be celebrating its 50th anniversary during Open House on April 27, 2017.
- Any student with a teacher chaperone can start a club on campus. Current clubs are open to all students and include: RISE, GSA, Rubik's Cube, Honor Society, Rest, SSR Book Club, Math Countz, Quizbowl, Faculty Club, and Computer Science. A Cards/Game Club and a Chess Club may be coming soon.
- School dances are becoming more popular; Holmes may be asking for more parent volunteers for safety purposes.

11. Social Studies Report (Mike Dufresne)

- Mr. Dufresne gave an overview of the Social Studies curriculum in each grade.
- A mock election will take place for 8th graders on November 8. Parent volunteers will be needed to help with the election.

12. Teacher Report (Heather Wade)

- Holmes teachers are a dedicated bunch! Teachers like Ms. Holte go above and beyond, shouldering a full teaching load while also coaching a team.
- Holmes parents contribute a lot to the Holmes community as well.

13. Counselor Report (Ellen Shields)

- The counseling team is in place and is having a lot of contact with students.
- A survey of 8th and 9th graders revealed that the top three issues for them are:
 1. conflict/drama between friends
 2. hurtful comments
 3. body image issues
- Other big issues for 8th and 9th graders are the college admissions process and career planning. Interventions that develop study skills in 8th graders and stress and anxiety management in 9th graders are being considered.
- Students participated in a suicide prevention program recently.
- On 11/10, the Berkeley Repertory Theater will present a program about Hurtful Words to 8th and 9th graders.

- Holmes Students Advocates are an anti-bullying team that chooses leaders from different student groups to serve as advocates on campus.

14. Administrative Report (Derek Brothers)

- The school year has been pretty smooth so far.
- Holmes has its biggest student body since its split with Harper (750 students this year compared with a norm of 720).
- The library quad is being renovated to create an outdoor classroom space.
- There are 11 new people on the Holmes staff.
- SBAC scores were mailed recently. Though work remains to be done with some students, overall, Holmes students did very well, especially in math.
- A version of the PSAT will be given to 9th graders on 10/19. 9th graders will have a modified schedule on that day.
- There have been some glitches with School Loop for 9th graders. The frequency with which teachers update School Loop varies significantly. If your student says he/she turned in an assignment for which there is not a grade on School Loop, follow up with your student's teacher for clarification.

15. Committee Reports

- Active4.me : On 10/5, the UDC Band-Uh played from 9:10 to 9:40 as part of an Active4.me event. Holmes parent Kristen Muir will be handing out 500 bike lights to Holmes students before Daylight Savings.
- Hospitality (Lori Benedict):
 1. Luncheon for Holmes staff the day before school started went well.
 2. There will be a soup potluck in January on the teacher workday.
 3. May 2 - 6 is Teacher Appreciation Week.
 4. There will be an end of school luncheon on 6/9.
 5. The Hospitality team would like to develop a Signup Genius to help recruit new parents, as Joanna Purves, Hospitality Co-Chair, will be moving on next year.

16. Parcel Tax Presentation/Endorsement of Measure H

- Joy presented facts about Measure H (via a handout and a Power Point presentation) and then facilitated a discussion about Measure H.
- Motion passed for the Holmes PTA to endorse Measure H.

17. Bob Poppenga, Candidate for School Board

- Bob shared a bit about his background and his campaign:
 - Bob is a professor of veterinary medicine at UCD's vet school and has worked as a university educator for 30 years.
 - Bob has two children in DJUSD schools.

- Bob is very active in the Davis community. Among other things, he has served as a member of the District's Parcel Tax Oversight Committee and the STEAM Advisory Committee.
- Currently, there are no scientists on the School Board, and as a scientist, Bob feels that he would bring a valuable and important perspective to the Board.
- Bob welcomes questions and invites voters to visit his website: bob4schools.org.

18. Adjourn