



UMS Home & School Club Meeting Minutes September 6, 2018

Meeting Attendees:

Megan Devlin, Maureen Currie, Todd Feinberg, Mary Ellen Poirier, Lisa Goldberg, Audrey Mantell, Janette Adams, Katie Kippen, Tiffany Malin, Jen Norcia, Maki Hirata, Anne Haro, Jacqui Miles, Cindy Smith, Heidi Fisher, Katie Berg, Jenny Reynolds, Tonya Suker, James Sawaya, Navamy Srikanth, Shalini Chari, Denise Holm, Tom Rossmeissl, Jane Findley, Venkata Duggirala, Alexis Hoekstra, Neelam Nayak, Losana Blair, and Angie Lu

Meeting Called to order 6:31

1. Welcome and Introductions
2. June Meeting Minutes - Approved via email in June
3. Treasurer Items
 - a. 2018-2019 HSC Budget approved at Back to School Night Meeting on 8/23/18
 - b. Accounting changes for this year - For Fundraisers and Activities we are now separating income and expenses on the budget. Cindy walked us through the changes.
 - c. Reviewed the September 2018 Treasurer's Report (also posted on the UMS HSC website)
 - d. Review policies and procedures for cash handling and expense reimbursements
 - i. Cash handling: First, give Cindy a heads up. There must be 2 counters at the event. A deposit form needs to be filled out, sealed, and signed by both counters. It should go into office safe ideally.
 - ii. Expense reimbursements – Original receipts only. Amazon order – must show that the product has been shipped. For a committee or event (like Blast) all expenses should go to the committee treasurer first and they approve before they go to Cindy.
4. Auditor's Report - Deferred to October
5. Communications
 - a. Use of unionhsc.org gmail addresses – If you do a lot of correspondence, please try to use the unionhsc.org gmail address so that whoever takes over for you will have some history. Some of the email addresses are shared and you can use your personal emails for that.

- b. Updating of website – Angie Lu updates the UMS HSC. Please send your request directly to her.
 - c. Use of announcements – Need to give 2 school days advance notice for announcements.
6. New Business
- a. Emergency supplies for classrooms were purchased by HSC and have been distributed
7. Committee Reports
- a. Membership – Karla Carlen and Jen Norcia
We went totally paperless this year and everything online. To date we have \$35K out of \$37K budget. Company matches will come in throughout the year.
 - b. Volunteer Coordinator – Lasana Blair
We used a Google Form only sign up, about 90 people signed up online.
If you have a committee and need help – submit an announcement and recruit help.
The updated list of volunteers was shared with committee leads and shared with Kathy Knudson.
 - c. Hospitality – Anne Haro
She shared a handout of dates for all of the hospitality dates for the year. They already had two events: Welcome back staff lunch and staff breakfast.
 - d. MPower – Katie Berg and Jamie Glanville
The MPower volunteer training will be on 9/18 at Jamie Glanville’s house. They met a lot over the summer with Mrs. Mantell to iron out all of the details. There will be 3 lessons and they will be during Social Studies instead of PE and will be mixed boys and girls. There will be a teacher to help with tech and classroom management. And, they will also have an assembly this year. MPower dates are October 1, November 26, and February 25.
 - e. Blast – Heidi Fisher
The Blast is on Friday 10/5 - Luau theme. They have a great committee and things are lining up. There will be security at the gates and as many parents as possible. SignUp Genius coming soon for volunteers.
 - f. Book Fair – Navamy Srikanth and Shalini Chari
The theme for the fall book fair is Enchanted Reading. The dates of book fair: 10/4 - 10/9
Will set up after lunch 10/3. They will be sending out a SignUp for volunteers soon.
 - g. Music Boosters – James Sawaya
They are doing a combined check donation. There will be several dining out fundraisers this year. And they will have new spirit gear this year. Also, save your Music Village receipts and give them to Mr. Kay. The UMS Music Program gets a percentage of each sale.
 - h. Sports Boosters – Maureen Currie
The Oktoberfest Bid & Boogie will be on 10/13. Silent auction at Belwood Cabana Club.
They are also doing Spirit Wear t-shirt sales, which are due by 9/14. They will do additional t-shirt sales for winter and spring sports.

- i. Art Vistas – Maki Hirata
The Art Vistas leads are meeting tomorrow.
 - j. 8th Grade Grad Dance – Angie Lu, Megan Devlin, Jennifer Lipscomb, and Richelle Mason
Nothing to report yet. We are meeting on Friday 9/7 to kick off planning.
 - k. eScrip/Amazon
Nothing to report
 - l. Drama – Kathie Kippen
The show has been chosen and it will be announced at the Blast
We will have a parent info night in November. Check the UMS HSC Drama page for more info.
 - m. Website
Nothing to report
8. UMS Student Leadership Report
No report this month
9. UMS Teacher Report
No report this month
10. UMS Administrative Reports – Todd Feinberg and Audrey Mantell
- Had a very good start to the school year. The 6th grade teachers are raving about the 6th graders.
 - They visited the CS Discoveries elective and the Intro to Leadership elective for 7th graders.
 - Family Night on Monday
 - Quality Quad time – Monday 10/8 during lunch, parents can come and spend lunch with their child and friends.
 - Professional Dev day on Friday 8/31. Very amazing day. Incredible staff development.
 - We are looking at Math at UMS. Reevaluating what works best for incoming 6th math. Stay tuned.
 - 8th grade Promotion – We might move it to the track and might change the timing of the ceremony. The grad dance will immediately follow. Stay tuned.
 - Students: 6th: 392 7th: 341 8th: 323
11. Announcements
- Next HSC Meeting: **October 4, 2018 @ 6:30pm**
 - Amended Bylaws were approved at Back to School Night on 8/23/18
12. Comments and Questions

Meeting Adjourned at 7:53