



# Howard Valentine Coffman Cove School

618 Howard Valentine Drive  
Coffman Cove, AK 99918  
(907) 329-2244



## Advisory School Council Meeting Minutes

**Thursday, November 9, 2023 3:30pm**

Time Zone Alaska Standard Time (AKST)

Google Meet Link: <https://meet.google.com/fkf-ayti-uzw>

- I. **Call to order at \_\_3:42pm**
  - A. Individuals Present: Dania Allen , Shaine Nixon , Jamie Carver, Judy Adamson, Christi Nixon, Janie Wainscott, and Melissa Dougherty .
- II. **Approval of Agenda:** Jamie C. makes a motion to move the Christmas and Thanksgiving fundraisers from new business to old business and to add Lisa Kates. Judy A. Seconds. All in favor. Motion passes.
- III. **Approval of minutes from prior meeting:** Janie W. makes a motion to approve minutes from the October meeting. Jamie C. seconds. All in favor. Motion passes.
- IV. **People to be Heard/Public Comment**
  - A. Public Comment:
- V. **District Administration**
  - A. Superintendent
  - B. Principal
  - C. Board Member(s)
  - D. Others
- VI. **School Staff**
  - A. Lead Teachers' Report: Melissa D.- Mr. Tearney and the students completed the tree program for the second year in a row. We now have a karate teacher Mondays and Wednesdays, Archery is twice a week and will go to three times a week after the first of the new year, and we are hosting a game night for the middle/high schoolers Monday nights. We had a great time in Anchorage at the Brightways Training with all our highschool students. They represented us well with their behavior and actions. She was disappointed that several of our students were moved to a different class than the one they were signed up for. Christi N.- The high school students really participated in the classes offered at our Brightways training. Melissa D. and Christi N. stated we had a volleyball game in Naukati featuring Kasaan's Volleyball team. It was a great time and all played well. We will have a game here next Wednesday at 4:30 followed by a game in the next few weeks in Thorne Bay hosted by



## Howard Valentine Coffman Cove School

618 Howard Valentine Drive  
Coffman Cove, AK 99918  
(907) 329-2244



Kasaan. We can have a fundraiser with the school store or a bake sale during the volleyball game next week. This game will be a community event. The Veterans breakfast will be this Saturday. Craft night at the library is 4:30-6. The AP&T guys want to help move stuff around and set up the workout room in the equipment room.

B. Coaches Report: N/A

### VII. ASC Board

- A. Presidents' report: None
- B. Vice Presidents' report: None
- C. Treasurers' report: Janie W. asks for a copy of our financial report to attach to our minutes each month for more transparency
- D. Committee reports: none

### VIII. Old Business

- A. Order Uniforms: Jamie C. would like to make a committee to order uniforms. Some uniforms have been found on Amazon.com. Shorts less than \$10 a pair and same color tops with custom ink run around \$18.
- B. 3D Target Fundraiser: Fundraiser on the 18th from 12-4pm. We will serve soups and hot drinks. Shaine N. is working on prizes.
- C. Overview of sports and activities planned for the year (Shaine): Shaine N. not in attendance.
- D. Local Charters to take students out fishing (Kate): Kate H. not in attendance.
- E. Create new HVCC Vision, Goals, and Mission: Students will be working on this.
- F. Update the graduates nameplates in the lobby (Janie or Judy?): Judy A. states that there is no one on the island that does nameplate engraving. Dania A. knows of an engraver over in Ketchikan. Melissa D. says Mike Cleary may do engraving and his phone number is (907) 401-3069.
- G. Veteran's Day Breakfast and Flag Raising: Shaine N. will cook. Janie W. posted flyers on facebook and around town. We will need tables and chairs put out. Christi N's class will make a big flag to hang up in the gym.
- H. Student Store Update: the students will be selling some leftovers from halloween that they purchased back from the carnival. Gwynn W. has the order list that Judy A. needs.



## Howard Valentine Coffman Cove School

618 Howard Valentine Drive  
Coffman Cove, AK 99918  
(907) 329-2244



### IX. New Business

- A. Thanksgiving Fundraiser: It is too late into the year for a pizza fundraiser through AK-49.
- B. Christmas Program: Janie W. is working on a program for the kids and flyers. Judy A. will pick up meat and potatoes for dinner and she has filled out a form at 3Bears asking for a turkey and ham. Janie W. makes a motion to approve up to \$1000.00 for presents and food to add to the \$500.00 the city donates. Melissa D. seconds. All in favor. Motion passed.
- C. Add Karen Clark and Rod Morrison to ASC Bank account and remove names of people no longer associated with CC ASC: Jamie C. makes a motion to add Karen Clark and Rod Morrison to the Howard Valentine ASC bank account and to remove the names of those no longer associated with our ASC. Christi N. seconds the motion. All in favor, motion passes. A copy of these minutes are needed for the bank.
- D. Funding for Lili Wainscott and wrestling trip this weekend: Judy A states that the ASC has never funded a single student and that the students has to pay for it alone. Melissa D. states that there is \$1236.00 in the student travel budget for the school. She also states that she thinks these funds are for student travel including for sports. Janie W. breaks down the funding Lili W. will need as follows: \$180 in food this weekend, \$200 for Wrangle Ferry, \$60 a day for food Thurs-Sun totaling in \$240, \$376 AKair and \$85 for the ferry to travel to Juneau plus \$60 a day for food Thurs-Sunday totaling in \$240 for the weekend. ASC does not make any motions.
- E. Fundraising for Lili Wainscott for current (reimbursement) and future wrestling trips: Janie W. and Lili W. will work on this.
- F. Reimbursement for Anchorage expenses not covered by Brightways (food and snacks for students) Melissa D. is requesting \$201.82 in reimbursement for money spent on students' food. Christi N. makes a motion to reimburse Melissa D. \$201.82 upon producing the receipts. Janie W. seconds. All in favor. Motion carried.
- G. ASC fund-raiser ideas: Christi N. suggests Valengrams such as a crush and a rose
- H. Volleyball with Naukati and Kasaan: covered in Lead Teachers Report
- I. Monthly HVCC community volleyball and potluck night for families (Tuesday?) Need to plan a night. Janie W. will make flyers.
- J. Game Night on Monday after school like last year - chaperone? Judy A. wants chaperone suggestions from the students. Charlie K. has offered. Melissa D. says the littler kids can play games in her room.
- K. Call for community volunteers for school - list of what we need them for: Teachers are working on this. People have asked what they can do to help. Jamie C., Melissa D., and Christi N. will work on flyers.
- L. Accordion gate to separate commons from classrooms: Need to do more research. Janie will keep looking into this. The accordion gate will help with safety and securing when renting the school out.



# Howard Valentine Coffman Cove School

618 Howard Valentine Drive  
Coffman Cove, AK 99918  
(907) 329-2244



- M. Signage for drug, smoking, and alcohol-free campus: Need to speak to Rod M. about funding for these signs and to make sure they follow state statutes. Making our own posters and laminated signs was suggested as well.
  - N. PE equipment for elementary students: Christi N. is working on this.
  - O. Lisa Kates: Christi N. states that Lisa's husband is passing away and she would like to see the ASC purchase a gift certificate to the grocery store and maybe some parents could make a meal as well. Janie W makes a motion to reimburse Melissa D. \$100 for the purchase of an AC Gift card. Christi N. seconded the motion. All in favor. Motion carried.
- X. Public comment**
- XI. Next meeting scheduled for (the 2nd Wednesday of each month at 3pm)**
- XII. Adjournment at   4:53**

Signature\_\_\_\_\_

Date\_\_\_\_\_