



Howard Valentine Coffman Cove School

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Advisory School Council Meeting Minutes

Wednesday, August 30, 2023 3:00pm

Time Zone Alaska Standard Time (AKST)

Google Meet Link: <https://meet.google.com/oia-aggq-gje>

- I. **Call to order:** Jamie C calls the meeting to order.
 - A. Individuals Present: See attached
- II. **Approval of Agenda:** Melissa Dougherty makes a motion to move the nominations and voting of the ASC board to **IV**. Janie W. seconds. All in favor. Motion passes.
Melissa D. makes a motion to approve the amended agenda. Judy seconds. All in favor. Motion passes
- III. **Approval of minutes from prior meeting:** No minutes to approve. Shaine N. states he will work on getting these minutes.
- IV. **Nominate and vote for board members**
 - A. **Secretary:** Melissa D nominates Janie W for secretary and she accepts. Hess K seconds. All in favor. Motion passes.
 - B. **Treasurer:** Judy A has agreed to stay on as Treasurer. All in favor. Motion passes.
 - C. **Vice-President:** Jamie C nominates Dania A for Vice-President and she accepts. Judy A. seconds. All in favor. Motion passes.
 - D. **President:** Janie W nominates Kate H for President. Hess seconds. Judy nominates Jamie C for President and Michelle P seconds. Jamie C wins the vote 10-15
 - E. **Add 5th voting person and student representative to the next meeting.**
- V. **Treasurer's Report**
 - A. **Current finances as of statement for July 2023:** \$20,335.34

around the building they can only be accessed from the district office and are on a 24hr loop.

Melissa D. states people may be coming in and turning lights on at night after school.

Shaine N also says someone may have a key as he has heard someone in the school at night.

Kate H says that she thought there was money set aside to rekey our school but Shaine N says it has been rekeyed once already with that money.

6 RING doorbells are needed to cover all other access to the school.

Hess K requests a RING doorbell camera for the orchard due to missing items. Shaine N says he will talk to the district about a camera for the orchard.

Michelle P states that the school should make a list of small things that are needed for the school to post for the community to see. Hess K states she has a friend who would also like to donate to help.

X. New Business

- A. Review Agenda procedures and introduce Lead Teachers:** Anyone is able to add items to the agenda but the items must be submitted in writing seven days prior to the meeting. The agenda will be posted five days prior to the meeting.
- B. Order snacks for student breaks and to replenish student store:** All snacks we order must follow as closely as possible to the USDA Smart Snack guidelines. Janie W. makes a motion to allot \$750 for snacks this year. Hess K seconds. All in favor. Motion passes.
Judy A says she will order to restock the student store.
- C. Overview of sports and activities planned for the year:** Wrestling, archery, Battle of the Books, and the spelling bee.
- D. Parent volunteers to help with school:** Please come to the school and help. No background checks needed to be in class with a teacher. We could use some artist help. Background check is good for 3 years.
- E. Yearbook fundraiser(s) (Melissa):** Judy A states that we used to sell the yearbooks. Anggi W states that they typically cost \$20 per copy to make. Kate H suggests we ask for sponsorships. The students and staff are currently taking pictures for the yearbook. Yearbook will be an elective for the 6-12 students in the spring. Melissa D. and Christi N. apologize for not having a yearbook last year.
- F. Outdoor Survival Activities: order tents (Melissa):** Shaine N states that if done right Migrant Ed. can be combined into the survival activities if they travel over 20 miles and harvest while out.
Melissa D says she is talking with Astrid Cook about grants for these activities. She wants to incorporate first aide and outdoor survival.
- G. After-school activities:** Hess K. wants to do a 4 H program and is working on finishing her certificates. She is willing to fundraise to help fund