



Hollis School

"Where education meets the whole student
And challenges us all to look beyond what we can only see."

Advisory School Council

Meeting Agenda and Meeting Notes/Minutes
September 26 3:00 PM

Southeast Island School District

Vision: Students are equipped to realize their dreams and aspirations.

Mission: Together we will foster student skills to achieve their goals and adapt to an ever-changing world.

Annual District Goals

Prepare Students for Post-Secondary Life

Provide Sufficient/Effective Staff Support

Improve Communication District and Community Wide

Increase Visibility to Share Lifestyle and Increase Enrollment

Hollis School ASC MEMBERSHIP AND MEETING LINKS, AGENDAS, NOTES, DATES & TIMES:

MEETING SCHEDULE: Hollis ASC Meetings, unless otherwise scheduled, are at 4:00 PM on the last Thursday of the month.

ALL Hollis ASC Meeting notes, agendas, and supporting documents:  **HOL ASC Meetings**

MEMBERSHIP: ALL Hollis Community members and Hollis School students and families are invited and encouraged to attend our Hollis Advisory School Council (ASC) meetings. Unless otherwise noted all meetings are in person at Hollis School or virtual via Google Meets at video call link: <https://meet.google.com/whm-fbvs-pgg>
Or dial: (US) +1 475-328-0552 PIN: 767 436 652#

AGENDA: All referenced items for this meeting may be found in this shared folder:

 **2024-2025 Hollis ASC**

Call to order:

- A. Time: 3:00 pm
- B. Individuals Present: Julie Vasquez
- C. Online/Telephone: Lisa Cates

II. Approval of agenda:

Motion to approve: Julie Vasquez

Seconded: Cathay Starkweather

All in favor: All in favor

III. Approval of minutes from prior meeting(s):

 **August 29, 2024**

Motion to approve: Cathy Starkweather

Seconded: Julie Vasquez

All in favor: All in favor

IV. People to be Heard/Public Comment

1. Any advance requests: none
2. Other:

V. Administrative Reports:

A. Lead Teacher Reports: will provide updates to include the following:

1. MK Community SHOP:

- a. Current Status: Huge progress has been made in prepping the facility - the big push at the moment is the wood storage to clear the main work area.
- b. Action items Needed:
 - i. Need the bank to approve the transfer for the account to deposit donated funds.
 - ii. Schedule a stakeholder meeting to outline the program draft and include advisory board.

2. Landscape, Garden, Playground Update:

- a. Current Status: Greenhouse going thanks to volunteers.
- b. Action items Needed:
 - i. Need drone footage of the campus to draw the plans to scale.
 - ii. Present to district leadership and community for feedback.
 - iii. Create a Gant chart for the project and break it down by source needs.

3. Mascot Logo:: This is a time sensitive priority in response to SISD purchases.

- a. Current Status: Permission to replace the gym floor mascot. An artists reached out in response to our request and will do an online class with our students to collectively decide our new logo.
- b. Action items Needed:
 - i. Schedule is visit.
 - ii. Schedule a stakeholder meeting to outline the program draft and include advisory board.

4. Personnel:

- a. Current Status: Need a new cook, Penny is resigning. Need: teacher, paraprofessional, janitorial, and driver substitutes. We have job announcements out.
- b. Action items Needed:
 - i. Hire a new cook as soon as possible.
 - ii. Consider a job fair recruitment.

5. Volunteers opportunities - one and done's and ongoing opportunities

6. School Wide Plan -

Share, Reflect & Ideas and Input for Revision

7. Parent Engagement Plan:

a. Activities:

- i. Refrigerator Magnets,

- ii. Meals,
- iii. Tuesday Teacher Times,

8. Grants Activities:

Title 1: \$ for every school - what seeking to supplement, not replace
Other :

9. Student activities on: Archery:

10. Volunteers opportunities - one and done's and ongoing opportunities

9.

B. Administrative Report (Principal/Superintendent)

1. Federal Programs Presentation/Parent Advisory Committee (At least 2-3 times per year: *will calendar with Administrator schedules.*) will occur in September
2. Other:

C. Treasurer Report **UPDATE**

See attached Treasurer's Report (link to report) with September note:

Hollis ASC Funds -Rev 11.2022

- Period for which report covers:
- Cash balance at beginning of period: \$6,102.10
- Income received during the period: \$0.00
- Expenses paid during the period: \$0.00
- Cash balance at end of period: \$6,102.10*

1. Current Account Balance Status:

The bank statement has a much higher amount. We are seeking the source of the deposit. We have not spent any funds.

Action items Needed: Straighten our and get the accurate accounting of our funds.

2. Current Status on Bank Transfer:

A new letter has been written per minute from the past four (4) years to close the old account at First Bank and open a new one at Tongass. Went several times to move the account. Now learn we need to get a business license and one other action item. We are putting that on the back burning until holiday break as we have seen several lost days running errands on this in town. In the meantime we will stay with the current bank. :

Action items Needed: Complete the required forms and try again.

Old Business:

A. Discussion items only.

1. ASC: Recruit more members and volunteers and discuss elections
 - a. Proceed with idea for a open house block party night to get parent feedback
 - b. Enlist volunteers
 - c. Recruit ASC leaders

2. New Business:

- a. Proposed 2025 Graduation date: Thursday May 15,2025, 2:00 PM.

Action Items:

1. **Schedule Next Meeting Block Party:** Will look at calendars and select the right night for our Block Party.
2. **Suggested Dates:** 10.24.24 - 5:00 PM

Adjournment:

- A. Motion to approve: Lisa Cates
- B. Any Opposed: none
- C. Time adjourned: 3:50 pm