**Hercules Education Foundation**

**Board Meeting Minutes**

**July 14, 2022 - Meeting via Zoom at 7:00 pm**

1. **Opening Procedures**

A.1 Welcome; Call to Order: 7:07 pm

A.2 Roll Call: Sarah Creeley, Donald Kuehne, Sylvia Villa-Serrano, Angel Ward-Jackson, Jamela Smith-Folds,

Kim Dauer-Sargentini ABSENT: Alex Walker-Griffin (at sea) & Maddie Yuen (vacation)

Guest: Joan

A.3 Approval of Agenda: motion to approve Sarah, 2nd Sylvia, Approved All

A.4 Approval of Minutes: motion to approve Sylvia, 2nd Sarah, Approved All

B. **Financials**

Bank Balances as of 06/30/22

WF Checking: $22,493.11

WF Savings: $5,589.21

Mechanics Savings: $20,167.10

**C. Old Business**

C1. Teacher appreciation

Staff counts & date for lunch - Hanna Ranch and Ohlone (Sarah) tabled to Sept meeting

Staff counts & date for lunch – Lupine, HMS & HHS (Kim) tabled to Sept meeting

C2. Bottles & Bites (Sylvia)

See attached financial statement

C3. Accounting (Sylvia)

See attached P&L

C4. SW Ticket Grants (Maddie)

Here is the latest on the SWA teacher requests:

H.Kira\* (HHS)

L. Knobloch\* (HHS)

C. Johnson\* (HM/HS -  SpEd) -- maybe Seattle

C. Little\* (Library)

M. Wheeldon (Lupine Hills) -- New Orleans

All are reminded that the tickets will expire 3/29/2023, and that their conference or event does not necessarily have to be tied to curriculum subject matter, *eg, wellness event, diversity, etc.* All are aware of the conference/event registration verification.  Two are currently on vacation.  Three of the five are exploring alternative accommodations before they commit to a conference.  Is there a possibility to grant a specific amount (ie, $100-200) towards hotel accommodations?

A recap of the 20 r/t flight e-passes...

3 r/t Sourthwest Raffle

1 r/t Lupine Hills Speech Pathologist (e-passes awarded)

4 r/t e-passes earmarked\*

1 r/t e-passes earmarked for Run participant raffle

11 r/t flight e-passes remain unearmarked.

C5. School Registration- HEF form (Kim) Mailed out HHS & HMS. Kim will get number of students by class for Lupine

& Ohlone. Sarah will get the number of students for Hanna Ranch so that Sylvia can make copies.

C6. IXL & Garden Project (Don) $50 donated online to both. More marketing needs to be done to move folks to go to

the HEF website. Sarah & Kim will reach out to their schools PTA to post again on their FB pages and Parents FB p

C7. Elementary Music Podiums (Sarah) After a discussion about the podiums for the 3 elementary schools, it was

agreed the podium on Donors Choose was overpriced. Joan had researched and could purchase one for $320 plus

tax and shipping. Sylvia motioned to grant $1,000 toward the purchase of 3 podiums, 2nd Sarah, Approved All.

It was suggested that Joan request the balance from the three elementary school PTA’s.

**D. New Business**

D1. Grant Applications for consideration

$300

High Interest Books & Display Shelf

Hanna Ranch – Sarah Creeley

Kim motioned to approve, 2nd Angel, All Approved

D2. DonorsChoose Projects – (Don)

$623 Digital Drama – Ms. Genna, HMS

Motion to approve Sarah, 2nd Kim, Approved All

Don will wait until the last day before funding to see if it receives additional donors.

Don will continue to monitor DonorsChoose for matching funding.

D3. National Night Out – Tuesday, August 2

5:30 pm – 6:45 pm Volunteers: Kim & TBD

6:45 pm – 8:00 pm Volunteers: Alex & TBD

**E. Events / Fundraisers**

* National Night Out - Tuesday, August 2
* Bay Front Run & Festival - Sunday, October 2
* Trunk or Treat – October 28
* Holiday Tree Lighting – Sunday, December 4

**F. Agenda additions: None**

**G. Adjournment: 8:45 pm NEXT MEETING:** Thursday, September 15th.