

DAVES AVENUE HOME & SCHOOL CLUB
EXECUTIVE BOARD MEETING MINUTES
Friday, April 18, 2025

Location:

- Daves Avenue STEAM Room (Room 4)

Attendees in Person: Jess Gwynn, Jenna Mittleman, Helena Fontenell, Erin Vittal. Justiine Geizler, Alexis Banickle, Sarah Maciel

Agenda:

1. The meeting was called to order at 8:20am by Jessica Gwyn

2. March Meeting Minutes Approval

- Motion: Jess Gwyn
- Second: Jenna Mittleman
- Motion Passed

3. Principal Update

- Staffing update
 - Mr Freed announcement and transition - Expert in inquiry based learning
 - Two new TK classrooms (room 1 and 2) . One of the Lexington classroom teachers, Heather Wingfield, will come over to Daves
 - Additional shifts amongst the 1st grade team and Kinder teams
 - Kinder = In room 5 and 6, and room 12 (Larkins old room)
 - Spanish: In room 3 until Daves gets an additional room for all specialized classes
 - Art: In the STEAM lab until Daves gets an additional room for all specialized classes
 - Music: Continues to be on the stage in the MPR
- Next year using STEAM in service of project based learning is going to be a focus

4. President Update

- Auction
 - i. Status
 - 1. Ticket sales- 180pp total. Will give Rinonada a HC estimate of 200pp
 - 2. Program, website, slideshow
 - ii. Volunteers
 - 1. Teachers
 - 2. High school
 - 3. Parents
 - iii. Last min to-do's
 - 1. Need teacher volunteers for wine bar
 - 2.
 - iv. Registration
 - 1. Need 2 laptops for registration
 - 2. Monica will train staff
 - 3. Instruction page on how to check people in
 - a. How to sell a ticket, get a credit card and sign them up with a bid number
 - b. How to sell raffle tickets
 - c. Will be handing out pouches of token bags too (add'l tokens are sold inside)
 - d. How to hand out drink tickets

- v. Printing Bid Sheets and Display of Silent Auction Signs
- vi. Physical Items or Gift Cards - dropped off with Jess
- vii. Raffle boxes - in the shed and
- viii. Token Sales
 - 1. Every dealer at each table will be able to take a bid number
 - 2. Token return table where people can drop off their tokens and get them counted
 - 3. Casino Prizes - working on 3 baskets to give to the highest winning gambler
- ix. Day of prep / clean-up - all hands on deck!
 - 1. Day of Clean Up: Everyone stays after the event to help clean up
 - 2. Next Day - go back and help clear out the room
- x. Post auction
 - 1. Thank you to sponsors
 - 2. Check out
 - 3. Online auction left open
- xi. Outdoor imagination project - art and sensory installations

- o Outlook newspaper article- international culture fair
- o Fun run fundraising and One Community
- o Other LGEF updates

Schedule

- o 6-8: Gambling
- o 8-9: Live auction
- o 9-10: Back to gambling

5. Wine Bar:

- o 65 bottles and suggested price is \$12/glass
- o Teachers pour and ask for donations

6. VP of Events

- o Math Night - Wednesday, April 30
 - i. Need for volunteers
- o Talent Show- Friday, May 16
- o Carnival- Friday, May 30
- o Fun Run debrief
 - i. t-shirt colors
 - ii. Communication
- o Planning for next year
 - i. Collecting documentation/folders/etc from events this year and closing out all budgets, etc.
 - ii. Debrief questionnaire to each chair
- o Feedback from board about events

7. Treasury

- o Follow up with donors - pending sponsored amounts in the tracker
- o New room parent advances this year
 - i. Feedback from parents on the overall process?
 - ii. Reimbursement review round two by the end of the month