

## HVPTO FINANCIAL HIGHLIGHTS - General Meeting on 10/18/22

### EXPENDITURES - Total Approved Budget of \$304,500

	2022-2023			
	Total Funded and /or Approved	Budget	Funds Available	
<b>Traditional / Recurring Allocations</b>	\$ 11,967	\$ 148,000	\$ 136,033	
<b>Operating Costs</b>	3,593	9,500	5,907	
<b>Teacher Grants</b>	12,595	15,000	2,405	
<b>Supported by Annual Fundraising</b>	\$ 28,154	\$ 172,500	\$ 144,346	
<b>Special Projects</b>	81,300	132,250	50,950	(1)(2)
<b>TOTAL</b>	\$ 109,454	\$ 304,750	\$ 195,296	

(1) At the discretion of the HVPTO Executive Board, the Special Projects fund may be used to fund/reimburse the cost of special projects or pilot programs that fit within the mission of the PTO organization. Any use of the Special Project fund will be reported on at each HVPTO general meeting.

(2) Includes a \$2,250 reserve fund. At the discretion of the HVPTO Executive Board, the reserve fund may be used to fund/reimburse the cost of other Traditional Allocations or for other unanticipated needs that arise during the school. Any use of the reserved funds will be reported on at each HVPTO general meeting.

### FUNDRAISING TO DATE

	YTD 2022-2023	Total Annual 2021-2022	<i>Difference</i>
<b>TOTAL</b>	<b>\$ 36,889</b>	<b>\$ 239,675</b>	<b>\$(202,786)</b>
Bank, Square & Credit Fees	<b>\$2,366</b>	<b>\$6,705</b>	<b>\$ (4,339)</b>

### **RECENT EVENTS / CONTRIBUTIONS**

Yearbooks	\$ 10,239	\$ 23,876	\$ (13,637)
Spiritwear	\$ 4,974	\$ 13,700	\$ (8,726)
Emergency Kits	\$ 3,906	\$ 3,116	\$ 790
Back To School Picnic	\$ 734	\$ (401)	\$ 1,134
1st Day School Supplies		\$ 2,085	\$ (2,085)
Parking Lot Fundraiser - Labor Day/Memorial	\$ 10,029	\$ 15,298	\$ (5,269)
Halloween Carnival and Raffle	\$ (1,823)	\$ 54,583	\$ (56,406)
Family Portraits	\$ 7,620	\$ 5,595	\$ 2,025
Percentage Events	\$ 45	\$ 2,211	\$ (2,166)
Roadium Movie Night		\$ 2,266	\$ (2,266)
Dolphin Dash		\$ 113,332	\$(113,332)
Parent Events/White Party		\$ 3,125	\$ (3,125)
Interest Earned	\$ 22	\$ 108	\$ (86)
E-Scrip	\$ 273	\$ 569	\$ (296)

Amazon Smile	\$	79	\$	476	\$	(397)
Contributions		793	\$	(265)	\$	1,057

**CONTRA**

Book Fairs	\$	75	\$	3,405	\$	(3,330)
Middle School Class Fund		\$10,780		\$12,685	\$	(1,905)
Social Emotional Wellness		-\$2,480			\$	(2,480)

# HVPTO Policies

## Policy #1 – Parent Privacy Policy

All fundraising and communication arms of the Hermosa Valley View Parent Teacher Organization dba Hermosa View, Vista, and Valley Parent Teacher Organization (HVPTO) including, but not limited to, ~~Wrapping Paper Drive~~, Halloween Carnival, Family Photography Day, Dolphin Dash, YUMraisers, Family/Parent Nights Out, ~~E-Scip, Scip, Magazine Drive, Hermosa Valley/View School Directory, Classroom Rosters, Planet Pals~~ and any other fundraising or communication arms as determined by the Executive Board may not use parent phone numbers, email addresses, business or personal property addresses for any personal, professional or commercial gain via electronic or phone telemarketing or direct mail.

Use of all ~~Use all~~ stated parent information is strictly limited to essential HVPTO or Room Parent business and is otherwise prohibited.

## HVPTO Policies

### **Policy #2 – Political Endorsement Policy**

The Hermosa View, Vista, and Valley ~~Valley View~~ Parent Teacher Organization does not take or support positions on any ballot measures or any local, state, or federal legislation, nor does it endorse, support, or oppose any political parties or candidates for public office.

# HVPTO Policies

## Policy #3 – Conflict of Interest Policy

### Section 1: Purpose

The purpose of the conflict of interest policy is to protect HVPTO's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer of the organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

### Section 2: Definitions

- a. Interested Person – Any officer or member of a committee with governing board-delegated powers who had a direct or indirect financial interest, as defined below, is an interested person.
- b. Financial Interest - A person has a financial interest if the person has, directly or indirectly, through business, investment or family:
  - i. An ownership or investment interest in any entity with which the HVPTO has a transaction or arrangement;
  - ii. A compensation arrangement with the HVPTO or with any entity or individual with which the HVPTO has a transaction or arrangement; or
  - iii. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the organization is negotiating a transaction or arrangement. Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Section 3b, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

### Section 3: Procedures

- a. Duty to Disclose – In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the officers and members of committees with governing board-delegated powers who are considering the proposed transaction or arrangement.
- b. Determining Whether a Conflict of Interest Exists – After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide whether a conflict of interest exists.
- c. Procedures for Addressing the Conflict of Interest –
  - i. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and vote on, the transaction or arrangement involving the possible conflict of interest.
  - ii. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to

## HVPTO Policies

- the proposed transaction or arrangement.
  - iii. After exercising due diligence, the governing board or committee shall determine whether the organization can obtain, with reasonable efforts, a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
  - iv. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested officers whether the transaction or arrangement is in the organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision as to whether to enter into the transaction or arrangement.
- d. Violations of the Conflict of Interest Policy-
- i. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
  - ii. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines that the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

### Section 4: Records of Proceedings

The minutes of the governing board and all committees with board delegated powers shall contain:

- a. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest; the nature of the financial interest; any action taken to determine whether a conflict of interest was present; and the governing board's or committee's decision as to whether a conflict of interest in fact existed.
- b. The names of the persons who were present for discussions and votes relating to the transaction or arrangement; the content of the discussion, including any alternatives to the proposed transaction or arrangement; and a record of any votes taken in connection with the proceedings.

### Section 5: Compensation

- a. A voting member of the governing board who receives compensation, directly or indirectly, from the organization for services is precluded from voting on matters pertaining to that member's compensation.
- b. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation directly or indirectly, from the organization for services is precluded from voting on matters pertaining to that member's compensation.
- c. No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the organization, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

# HVPTO Policies

## Section 6: Annual Statements

Each officer and member of a committee with governing board-delegated powers shall annually sign a statement which affirms that such person:

- Has received a copy of the conflict of interest policy;
- Has read and understood the policy;
- Has agreed to comply with the policy; and
- Understands that the organization is charitable and that in order to maintain its federal tax ~~exempt~~~~exempts~~ status it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

## Section 7: Periodic Reviews

To ensure that the organization operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- a. Whether compensation arrangements and benefits are reasonable, are based on competent survey information, and are the result of arm's length bargaining.
- b. Whether partnerships, joint ventures, and arrangements with management organizations conform to the organization's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes, and do not result in inurement, impermissible private benefit, or an excess benefit transaction.

## Section 8: Use of Outside Experts

When conducting the periodic reviews as provided for in Section 7, the organization may, but need not, use outside advisers. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring that periodic reviews are conducted.

**Per Section 6 of this Policy, I have received a copy of this Policy; I have read, understand and will comply with this Policy, and I understand that HVPTO is a charitable organization with a tax exempt status that could be jeopardized by non-compliance with this Policy.**

**Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

# HVPTO Policies

## Policy #4 – Volunteer Confidentiality Policy

As a volunteer of the Hermosa ~~View, Vista & Valley~~~~Valley View~~ Parent Teacher Organization, I understand that I must maintain the privacy and confidentiality of any and all participant information. I recognize the value and sensitivity of confidential information and understand that the HVPTO is the owner of this information. I further release and hold harmless the HVPTO of all liability with regard to my volunteer status.

Specifically, I agree that:

1. **Donation of Time.** My decision to devote my time to HVPTO is made of my own free will, without coercion or pressure by HVPTO.
2. **No Employment Relationship.** I acknowledge that I have no employment relationship with HVPTO and do not expect to receive any offer of employment as a result of my volunteer activities.
3. **No Entitlement to Compensation.** I understand that I am not entitled to any compensation or benefits in exchange for the time that I donate to HVPTO and I have no desire to receive compensation or benefits from HVPTO.
4. **Confidentiality.** I understand and acknowledge that during my volunteer service with HVPTO, I will have access to Confidential Information not generally known to the public concerning the business of HVPTO and the Hermosa Beach City School District. I agree that during my volunteer service with HVPTO and at all times thereafter, I will hold HVPTO and HBCSD Confidential Information in strict confidence, and will not disclose or use such information outside the scope of my volunteer service with HVPTO, or without HVPTO prior authorization. For purposes of this Policy, Confidential Information includes, but is not limited to, information regarding projects and potential projects, organizational practices, donors and potential donors, credit card and checking account donor information, **directory information**, methodologies, management philosophy and information concerning HVPTO volunteers. I further agree and understand that I will immediately return all HVPTO Confidential Information at the end of volunteer service, or whenever requested by HVPTO.

### **VOLUNTEER:**

**Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_



# HVPTO Policies

## Policy #5 – Record Retention Policy

### I. Purpose

The purpose of this policy is to establish rules for the proper treatment of all HVPTO records by all officers, volunteers and members of the organization as well as any relevant outside parties.

### II. General

Records must be maintained for the period set forth by law to avoid certain legal repercussions (including obstruction of justice and fines). On the other hand, records should not be retained beyond the period required by law (unless a legitimate business purpose so requires) because unnecessary record retention incurs storage, maintenance and handling costs.

The HVPTO Vice President of ~~Operations Policies & Procedures~~ is responsible for implementing, supervising and ensuring compliance with this Policy. The Vice President of ~~Operations Policies & Procedures~~ shall annually review this Policy, propose any modifications, and inform the Covered Persons of any such proposals.

### III. Litigation/Audit Exception

If certain records are deemed relevant to pending or potential litigation, audit or other circumstance, then such records shall be maintained indefinitely until such need dissipates.

### IV. Type of Record and Retention Period

Annual audit reports	Permanent
Articles of Incorporation	Permanent
IRS Determination Letter for 501(c)(3) tax-exempt status	Permanent
Corporation reports filed with the Secretary of State	Permanent
Legal correspondence	Permanent
Correspondence with state or federal agencies	Permanent
Insurance records (policies, claims, accident reports, insurance incident reports, employee acknowledgement forms)	Permanent
Ledgers	Permanent
Minutes of Executive Board and General meetings	Permanent
Tax returns and related documents	Permanent
Year end financial statements and budgets	10 years
Bank statements	7 years
Cash disbursements/check request documentation	7 years
Cash receipts/deposit documentation	7 years
Contracts	7 years
Sales records	7 years
Correspondence (general)	3 years
Bank reconciliations	1 year

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Correspondence with vendors (if non-contested)	1 year
Duplicate deposit slips	1 year
Current bylaws	1 year
Standing rules	1 year
Certificates of insurance	1 year
Inventories of products	1 year

**V. Temporary Records**

Temporary records (including to-do lists, personal notes and drafts) shall be destroyed or deleted upon completion of the relevant matter.

**VI. Document Destruction**

Destruction or deletion of HVPTO documents and records shall occur at the end of a record's retention period and shall be conducted by the Vice President of ~~Operations Policies & Procedures~~. Destruction of tangible records shall be conducted by shredding or otherwise rendering documents unreadable. Electronic records shall be deleted from computers and any other relevant electronic device.

# HVPTO Policies

## Policy #6 – Whistleblower Policy

The HVPTO requires its Officers, Chairpersons and all volunteers to observe high standards of business and personal ethics in the conduct of their duties, responsibilities and general participation in the organization's activities. All Officers, Chairpersons and volunteers must practice honesty and integrity in fulfilling their responsibilities and comply with all applicable laws and regulations.

### Section 1: Purpose

The purpose of this Whistleblower Policy is to:

- a. Encourage and provide a mechanism for Officers, Chairpersons, Volunteers and members (“Covered Persons”) of the HVPTO to report ethics violations, violations of any law or regulation governing the operations of the HVPTO, acts of discrimination, acts of misfeasance, or instances of accounting or financial fraud (the “Violations”), whether known or suspected, in good faith.
- b. Encourage cooperation in the investigation of reported Violations and that such investigation will be carried out in a positive, constructive manner without incident of Retaliation (as defined below).
- c. Protect Covered Persons from Retaliation for good faith reporting of Violations.

### Section 2: No Retaliation

It is contrary to the values of the HVPTO for anyone to suffer harassment, intimidation or any other adverse consequence or circumstance (“Retaliation”) for making a good faith report of a known or suspected Violation. The HVPTO may take any action deemed necessary and reasonable by the Executive Board against any person(s) performing such acts of Retaliation.

### Section 3: Reporting Procedure

Covered Persons should report any known or suspected Violations or acts of Retaliation to the HVPTO President. In the event Covered Persons do not want to report known or suspected Violations or acts of Retaliation to the HVPTO President, then said Covered Persons may report to any member of the HVPTO Executive Board. Reports of Violations or acts of Retaliation may be submitted anonymously.

### Section 4: Investigation

The Vice President of ~~Operations Policies & Procedures~~ or other designee, as approved by the HVPTO Executive Board, shall investigate all reports of known or suspected Violations or acts of Retaliation. The Vice President of ~~Operations Policies & Procedures~~ or other designee will act with discretion in the conduct of the investigation and will present a written report of the findings to the Executive Board. The Executive Board will determine the appropriate response and/or course of action. The investigation, reporting of findings and resulting actions shall be promptly executed. Any Executive Board member(s) implicated in the Violation or act of Retaliation shall not participate in this process.

### Section 5: Acting in Good Faith

Any member reporting a known or suspected Violation or act of Retaliation must be acting in good faith and have reasonable grounds for believing that the information disclosed is true and represents an accurate depiction of the circumstances. The act of making allegations that prove

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to be unsubstantiated and/or that prove to have been made maliciously, recklessly, or with the foreknowledge that the allegations are false is considered a serious offense. Such breach of good faith may result in dismissal from the volunteer position or may give rise to other possible actions, including but not limited to civil lawsuits.

### **Section 6: Confidentiality**

All reports, investigations and other information gathered in this process shall be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

# HVPTO Policies

## Policy #7 – Financial Procedures and Controls

### Section 1: Cash Receipts

- a. Two people are required to be present whenever cash is processed (e.g. two people are required for manning cash boxes; two people are required to prepare deposits and sign the HVPTO Deposit Form).
- b. All monies received from fundraising events should be counted and reported on an HVPTO Deposit Form (See Attachment A) on the same day as the monies are received. ~~be prepared for deposit on the same day of receipt.~~ Deposits should then be immediately placed in an HVPTO safe or delivered to the HVPTO Deposit Treasurer. In addition, an email reporting the deposit total and location with an Attachment of the HVPTO Deposit Form should be sent to the HVPTO Treasurer and Deposit Treasurer. ~~If not possible to prepare the deposit on the day of receipt then the money should be put in an envelope and taken to the District Office, where it will be kept in the safe until the deposit can be prepared.~~
- c. Checks and cash in excess of \$1,000 received from fundraisers should not be taken home or left in your car for any reason.
- d. ~~The HVPTO Deposit Form should be used to prepare deposits (see Attachment A). The persons preparing the HVPTO Deposit Form are responsible for following the instructions on page 2 of the form. Such instructions include making photocopies of all checks included in the deposit and notifying the Deposit Treasurer immediately that funds are ready for depositing at the bank.~~
- e. The Deposit Treasurer should make bank deposits as soon as possible after receiving a deposit or notification that funds are in an HVPTO safe. ~~ready for deposit.~~
- f. The Deposit Treasurer should enter all deposits in the HVPTO finance system including uploading copies of deposit slips/confirmations and the associated HVPTO Deposit Forms. ~~notify the Treasurer of all bank deposits and provide copies of the bank deposit slip, HVPTO Deposit Forms, and copies of all checks.~~

### Section 2: Cash Disbursements

- a. Prior to a fundraiser or other event, the Chairperson should obtain an expense budget or previous years budget report from the HVPTO Co-Vice Presidents of Special Events and Volunteers ~~the designated HVPTO Executive Board member.~~
- b. If it becomes necessary to incur any expense ~~significantly~~ outside the scope of the budget or previous years expenses, approval must be obtained from the HVPTO President prior to incurring such expenditure.
- c. All requests for payment/reimbursement should be submitted using the HVPTO Check Request ~~Request for Reimbursement~~ Form (see ~~Attachment B or~~ online form). The completed form and all supporting receipts should be submitted to the HVPTO Assistant Treasurer.
- d. All checks require two signatures. Authorized ~~signers~~ ~~signors~~ include the HVPTO President, Co-President and Treasurer.

### Section 3: Banking

- a. The HVPTO shall maintain a separate checking account and a separate interest-bearing savings account at an established local, regional or national financial institution. ~~At the~~

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discretion of the HVPTO Executive Board, additional interest-bearing accounts may be established including but not limited to brokerage accounts, certificates of deposit or other minimal-risk savings vehicles.

- b. Every effort should be made to avoid activity-based or other such banking fees in both the checking and savings accounts.
- c. The HVPTO Treasurer is responsible for maintaining appropriate balances in the checking and savings accounts. The checking account should always maintain a balance sufficient to cover all outstanding checks. Any excess funds in the checking account should be transferred to the savings or other interest-bearing accounts.
- d. ~~All checks require two signatures. Authorized signers include the HVPTO President, Co-President and Treasurer.~~
- e. The HVPTO Treasurer is responsible for updating signature cards on file at the bank.
- f. The HVPTO Treasurer ~~shall~~should perform monthly reconciliations of the checking and savings account.

## Section 4: Financial Reporting

The Treasurer shall be responsible for preparing monthly financial reports and presenting such reports at the HVPTO Executive Board Meetings and HVPTO General Meetings.

## Section 5: Annual Review

- a. A review of the HVPTO books and records shall be performed annually.
- b. Such review shall take place in the fall, with completion on or prior to October 1<sup>st</sup> of each year.
- c. Such review shall be conducted by an Audit Committee ~~composed~~comprised of parent volunteers or by a professional services firm/CPA. The decision to use a volunteer Audit Committee or a professional services firm/CPA shall be based on various factors, including but not limited to whether qualified volunteers can be secured for the Audit Committee and the cost of using a professional services firm/CPA and will ultimately be decided by the Executive Board.

## Section 6: Tax Returns

The Treasurer shall facilitate the preparation of all federal and state tax returns by a tax professional. The Executive Board shall review all tax returns prior to filing. Executive Board members will be provided with a copy of the current year and prior year returns for review and comparison purposes.

## HVPTO Policies

### **Policy #8 – Participation of Partisans or Political Individuals and/or Organizations at HVPTO-Sponsored Fundraisers/Events Policy**

The Hermosa ~~View, Vista, and Valley~~~~Valley-View~~ Parent Teacher Organization (“HVPTO”), shall not permit participation by any political candidate, political party or any other organization or persons representing a political party, candidate, ballot measure, political interest or election, at any fundraisers or events managed and operated primarily by the HVPTO on school property or at any other procured location. Participation shall **be defined to** include, but is not limited to, solicitation, representation or distribution of information during the course of the HVPTO-sponsored event.

Approved and adopted at the General Meeting of the Hermosa ~~View, Vista and Valley~~~~Valley-View~~ PTO on this ~~XX~~~~21~~st day of ~~XXX~~~~April~~, ~~2022~~~~2012~~.



## **HVPTO+HBEF Joint General Meeting**

**June 14th 2022 @ 7:30 PM - Vista**

**Call to Order - 7:35 pm**

**HVPTO Approval of Minutes from May 15, 2022.** Suzzie Carroll made a motion to approve. Ryan McDowel second. All approved.

### **Dolphin Awards:**

Courtney O'Connor, Tiffany Soperino, Monique Vranesh, Liz Tyndorf, Autumn Stephens, and Julie Schmirler.

**Vote on 2022-2023 HVPTO Budget.** Lena: A few updates. We increased the teacher appreciation and honor roll. Special projects has increased to \$130,000.

Lisa Gardner made a motion to approve. Nicole Ellison second. All approved.

### **Vote on 2022-2023 Executive Slate.**

President: Nicole Ellison

Co-President: Andy Steinhoff

Secretary: Lisa Gibson

Treasurer: Kristen Neer

Assistant Treasurer: Rachel Kuppinger

Deposit Treasurer: Ryan Davis

Co VP of Communication/Social Media: Jennifer Kucera

Co VP of Communication/Surf Report: Jeff Ackerman

Co VP of Communication/Room Parents: Veronica Gathercole

VP of Community Service: Sandra Endo



VP of Operations: Lisa Vargas Gardner

VP of Volunteers and Events: Laura Harris

VP of Volunteers and Events: Kelly Mancuso

Open nominations: closed. Lisa Gibson made a motion to vote. Ryan McDowell second. All in favor.

### **HVPTO Activities Completed**

- **Parking lot fundraiser - May 28-30.** Raised \$11,000
- **Honor Roll Breakfast - June 3.** Lena chaired. Kids were happy. No need to register in the future.
- **Senior Send Off - June 2.** It was really amazing. All seniors came back to Valley school. Want to have this event again in the future.
- **Book Fair - June 6-10.** It was successful. Ms. Myers had good books but need more books to choose from. Made around \$2,300.
- **PE Uniform inventory - June 6-10.** We have SO many!

### **HVPTO Upcoming Activities**

- **Field/Beach/Sweet Treat Days - June 15, 21.** Sweet treats happening tomorrow. Field day tomorrow at Vista.
- **White Party - June 15.** At Marthas. Wear white!
- **8th Grade Promotion Dance - June 17.** Still need bouncers. In the past, 7th grade parents helped with the 8th grade graduation and dance. It's a pay it forward situation. Kids don't want their 8th grade parents there.
- **Yearbook Distribution.** 8th graders get theirs tomorrow and everyone else on Monday. We have a few extras. 2 boxes were crushed so no extra Valley yearbooks. 15 extra View. Ask teachers if you need help getting books.
- **Used Supply Drive.** Bin is there. Select list this year.

### **HVPTO Executive Board Reports:**

- **Treasurer, Lena Hansen:** Parking lot fundraiser made around \$11,000. Dolphin Dash made almost \$114,000. Revenue is up from last year.
- **VP Community Service, Nicole Ellison:** So much gratitude for board members leaving!
- **President, Becky Scholten:** Thank you everyone!!! It's been fun and rewarding! I will still be here. It's been a pleasure!

### **Other Reports:**

**Ms. Dillion - Vista Rep:** Open house was amazing! Fund being filled with families. Excited for field day! Book fair was great. The rugby team came and the kids enjoyed. Nurse Shelly and Ms. Myers won teacher of the year awards and they were fabulous! Want to say a big thank you for all that's put into this school.

**Ms. Heath - Valley Middle School Rep:** Amazed at how well done everything is from HBEF/PTO. It's so successful. Quality in everything you do! 8th grade promotion being at Valley is charming and more community feeling. Senior sendoff, over 100 students came. It definitely needs to continue...lots of memories!

Have our softball game tomorrow. CASP testing wrapped up. Hasn't been done in a few years. Students were fabulous as it was tough testing. Open house was great seeing all the families. 7th grade sex ed is awesome. Have a flag ceremony on the 20th. Bike safety video is well produced. Kids are excited for their yearbooks. Staff is moving around. Question about the locker cleanout. Can we put boxes in the hallway?

**Jessica Bledsoe - Valley Principal Update:** Sweet treats at the baseball game, softball themed. Honor roll breakfast was awesome. Principal of the day kids lived it up! Went to a safe space meeting. Have an assembly next Monday. Employees of the year: Denise Vellutini/Stern, Kerri Aleman, and Hillary Overbeck. 5th grade went to Knotts Berry Farm. Promotion, lots going on. Excited to celebrate our 8th graders. Becky, so many thank yous! 8th graders went to the Museum of Tolerance and had a great experience learning about the holocaust, hate and kindness. Going to be going again...it made a big impact!

**On behalf of Lisa Tanita:** F&P assessments done. Open house and Field day. Had a volunteer thank you sing. Prepping for a big move. Touring of View campus. Principal of the day was really fun!

**Doug Gardner - School Board Update:** Thank you to everyone on the board. Welcome the new members! New school board seats will be available. Exciting summer with the opening of View.

**Dr. Johnson- District Update:** Thank you to outgoing members. School Safety - safety assessment. Active shooter drills were not in place here when I started. Worked with the HBPD. Run, hide, distract meeting 3 times now per year. Crisis response protocol happening but not for public distribution. Threat assessment brought in and trained. Suicide assessment brought in and trained. Been asked about these events. This isn't new. Lots of research being done on how to keep schools safe. Working with local law enforcement and our chief of police is great and spending lots of time with us. Chief is doing table top exercises for complete mapping and all on the same page. Doing it in July. Last assessment was in 2018. Doing another eval this summer. New campus so what more can we do? We were the number 1 social emotional wellness program and this is the best indicator. Bring in 'Say Something' students report and how to know the signs. Writing a grant for marriage and family therapists. Our counselors are great but are school based counselors. Family therapists have mental health counseling. Working with the board about reviews.

Senior sendoff was great! We have been going to high schools and asked about how Hermosa has prepared them for high school. Learning pathways want to be better aligned and for how to prepare students.

Bledsoe is working on a wellness center at our school. Alcove youth center with Beach Cities leans to high schoolers.

TK/K View parents got the first tour of View. Showing empty spaces but lots of energy.

Friday was fun for other people. Becky & PTO thank you! Keep everything going!

**Adjournment 9:02 pm**

**Respectfully Submitted,**

**Laura Harris**

**PTO secretary**