Orchard View School Advisory Committee
Meeting Minutes
Date: October 5, 2026
Time: 9:00–10:00 a.m.

Present: Maura, Sunny, Rebecca, Misty, Deborah, Daniel (9th grade), Yarra (8th grade), Ananda (12th grade)

1. Work Record
Rebecca shared appreciation for Sunny's updated student work record. The group discussed the possibility of sharing the format with other OVS staff.

2. Advisory Name and Governance Structure
The group discussed changing the name from **Advisory Board** to **Advisory Committee** to more accurately reflect its role.
As part of the charter renewal process, the group reviewed the purpose and structure of OVS Advisory. The committee provides input and makes recommendations to the principal and the Twin Hills Union School District Board of Trustees; it does not make final governing or administrative decisions.
The group recommended a representative structure that includes:

- Two parent representatives and two parent alternates
- Two student representatives and two student alternates

The purpose of alternates would be to support consistent representation when a regular member cannot attend.
The group also discussed staff representation. A permanent staff representative could provide greater continuity and improve communication with staff, while the current practice allows teachers to rotate into meetings. No final decision was made regarding whether the committee should have a designated staff representative or continue with rotating staff participation.

3. Student Input and Leadership
The committee discussed creating clearer opportunities for students to share ideas and concerns with Advisory. One possibility is a student suggestion form on the OVS website.
The group also discussed the need for a structured space where students can organize activities, events, projects, and proposals. OVS does not currently have a formal Student Council. Student input currently occurs through Advisory representatives, surveys, classes, and direct communication with staff.
The group discussed how student representatives could help gather student input and bring broader school-related ideas to Advisory.

4. ASB Funds, Fundraising, and OVEF
The committee discussed the current structure of Associated Student Body (ASB) funds and how student fundraising and event revenue are managed.
The group discussed whether some student activity funds could potentially be managed through a designated fund within the Orchard View Education Foundation (OVEF). Additional clarification is needed regarding the appropriate use of ASB and OVEF funds, student fundraising, sales during school hours, and how funds should be tracked.
Maura will continue researching the governance and financial structure and bring additional information to a future Advisory meeting.

5. Santa Rosa Junior College Concurrent Enrollment
Maura provided an update on possible SRJC concurrent enrollment offerings.
Potential courses discussed included:

- Communications C1000
- U.S. History
- Political Science

Staffing and scheduling continue to be challenges. Maura will follow up with SRJC regarding possibilities for the spring semester and continue exploring options for the following school year, with the goal of offering approximately two concurrent enrollment courses each semester when feasible.

6. Student Projects and Campus Activities
The group briefly discussed a student-led snack cart proposal. Additional planning would be needed regarding storage, electricity, student supervision, finances, and operating expectations.
The committee also discussed making a microwave available for student lunch use. Agreements will need to be established regarding operation and cleanliness.

7. Advisory Website and Communication
Maura will continue updating the OVS Advisory webpage to make committee information easy for families and students to access, including:

- Meeting agendas
- Meeting schedules
- Advisory information and structure
- Opportunities for student and family input

A recurring Zoom link will also be added to the calendar for future Advisory meetings.

8. Follow-Up Items

- Draft the updated Advisory Committee governance structure for charter renewal.
- Clarify the committee's relationship to the principal and District Board of Trustees.
- Further develop a process for student input, including consideration of a website suggestion form.
- Clarify ASB, fundraising, and OVEF fund procedures.
- Bring the next draft of the governance and financial structure to Advisory.
- Update the OVS Advisory webpage and meeting information.
- Add the recurring Zoom link to future Advisory calendar events.
- Establish expectations for student microwave use.
- Follow up with SRJC regarding spring concurrent enrollment staffing and course options.
- Continue exploring concurrent enrollment opportunities for future semesters.