

Meeting Notes:

Attendees:

- Board - Scott Kinsella, Tricia Johnstone, Katie Allred, Michelle Starkel, Kristin Frank & Lucy Wheeler (quorum) not present – Tyson Bunch, Julia Evans;
- Staff – Kathy Miracle, Erin Koht, Shea Smith, Barbara Lane
- Chairs - Stephanie Hendricks, Kristina Vasquez, Holly Merritt,
- Guests - Natalie/ apex Leadership

Agenda:

Wednesday, December 5th, 2018 7:00 PM Lakeview Library

1. Natalie/ apex Leadership presentation before meeting started
2. Call to Order – 7:12 pm
3. Approval of prior meeting minutes (11/07/2018) - Julia
4. Financials - Michelle Starkel
 - a. Budgets and how we are looking
 - b. updates with Fall Festival numbers?
 - c. How did spiritwear online sales go? – add to action items for follow up
5. New Business
 - a. None
6. Old Business

Work with reach out for a drive box at movie night and at the office first week of Dec	Tyson/ Tricia	Still in progress – Donuts – don't forget Reach Out snack donations
Finalize fall festival numbers and have a report	Michelle, Tyson, Katie, Cathy	Still in progress

7. Updates
 - a. Boosters
 - i. Just planning parties (w/room moms)
 - ii. Working on tax letters
 - b. Fall Festival - Katie

- i. Out reach drive – Tricia will add to advertising/ reminders for Donuts with Dads for Friday
 - ii. AM/PM – gift card sales % of proceeds, car wash day (annual car wash giveaway – gala)
 - c. Spring Gala - Lucy/Laura – will be at District Church
 - d. Estimates / Coordination & updates
 - i. Kiln Move – no new progress
 - ii. Stage risers – Vendor has been non-responsive, Anna reaching out to a new company
 - iii. Artwork (Mural) – still in progress, may require more work than initially thought, some obstacles and the wall isn't smooth; Ms Miracle would like to have a Distinguished School logo painted on the front of the school – if PTO would like to support that
 - iv. Water fillers for existing water fountains – contractor will review next week and provide better estimates, where there's electrical, etc.
 - v. Scoreboard – currently being manufactured and we're ready to install as soon as it arrives – hopefully before winter break, should be before basketball season
 - e. Events updates
 - i. Skating raised - \$926
 - ii. Papa Murphys - \$254 (over \$1000 sales!)
 - f. Upcoming Dates
 - i. Doughnuts with Dad - 12/7 -
 - ii. Holiday Shoppe- room C6 - Tues – Thu 12/11 – 12/13 – need more volunteers – especially Tuesday and Wednesday to help w/ wrapping – looking for wire baskets for holding stuff
 - iii. Santa Run – 12/11 – cookies, popcorn and water (no hot chocolate)
 - iv. Father Daughter Dance - 2/23/19 – no updates
- 8. Mrs Miracle & Teacher Updates
 - a. Ms Miracle –
 - i. Mrs Lane collected feedback from teachers for a teacher wish list – voted with sticky dots – top priorities include:
 - 1. “Build our 21st century classrooms” could come up with a package of things that would entail such as special seating, enhancing technology –

such as teacher chromebooks, upper grade promethium boards on rollers – so teachers could have better access to storage, headsets for upper grades for presenters, collaboration opportunities – piloting different table setups to help skill building, table-size tablets, vision for computer lab for K-2; idea to potentially start with \$1000 per classroom to start up to 2000 – 3000 per classroom, could develop a long term plan (Y1, Y2, Y3 . . .)

2. Outdoor PA system for the amphitheater – also potentially w/ handsfree
3. Teacher supply room – set up improved teacher supply stock for better availability for ad hoc needs i.e. post its, staples, binder clips, paper clips, etc – move to an open supply area for staff; request to start with \$2500 and see if that's sufficient for the initial stock, will let us know in January how that works

- ii. Science teacher requesting an additional \$500 for the rest of the school year – see approvals
- iii. Dance program – confirmed and have estimate \$6276.18 – 6 weeks, adding dress rehearsal and makeup days and the county autism program – starting in January through March
- iv. Music – TK – 3rd grade – confirmed, need to get estimate

9. Adjourn – 8:28

Approvals

Approved up to \$2500 to purchase supplies to stock the teacher supply room	Scott Kinsella, Tricia Johnstone, Katie Allred, Michelle Starkel, Kristin Frank & Lucy Wheeler
Approved up to \$500 for Science teacher for supplies through the remainder of the school year	Scott Kinsella, Tricia Johnstone, Katie Allred, Michelle Starkel, Kristin Frank & Lucy Wheeler

Action Items

Work with reach out for a drive box at movie night and at the office first week of Dec	Tyson/ Tricia	Still in progress – Donuts – don’t forget Reach Out snack donations
Work with Shay so budgets can go on screen	Michelle	Works in computer lab – not yet in library?
Finalize fall festival numbers and have a report	Michelle, Tyson, Katie, Cathy	Still in progress
Andrea as financial sect? maybe she would need help? Or a co-chair	Tyson	No updates
project list for boy scouts: hooks for back packs, and smaller lost and found bin, tables in garden with approval nina@ninanorris.com	Cathy, Tyson, Michelle to approve projects	Lost and Found - Potentially build up the bottom so it isn’t as deep
Follow up on fall festival custodial staff miracle check for cub scouts for Santa run/clean up	Julia	See above – will forego hot chocolate – that will help a lot
NEW January meeting move to 1/9/19 6:30pm	All	done
NEW How did spiritwear online sales go?	Michelle/ Cathy Lee	
NEW status of teacher supply room - initial stock, will let us know in January how that works	Ms Miracle	
NEW Ms Miracle continue to work with staff to develop “vision” so it could be shared at the gala – building classrooms to enable 21 st century skills . . . etc.	Ms Miracle	
NEW Father Daughter Dance - 2/23/19 – check w/ Rachel to confirm it’ll be on Saturday night	Kristin	