

## **2023-24 Parent Council Meeting Agendas**

**May 3, 2024**

### **Review of the PC By Laws: Lauren Levig**

- Review of PC leadership roles (elected roles) and membership

### **Teacher Appreciation Week review**

- Feedback from PC
- Feedback from staff

### **May Faire**

- Recruiting volunteers: Michele will send out a text

### **Summer plan**

- Chicken care

### **Volunteer Celebration (Last day of school)**

- All are invited
- Coffee and pastries
- Can stay for slideshow

**April 5, 2024, 8:00am**

#### **1. Business (Michele Harris)**

- a. Board meeting update
- b. Chain of communication
- c. Feedback

#### **2. Teacher Support**

- a. Jersey Girl lunch day - April 16
- b. Teacher Appreciation Week

### **3. Community Outreach & Education**

a.

### **4. Events & Festivals**

- a. PKs reviews
- b. Spring Concert
- c. Mayfair
- d. Art Gala

### **5. Fundraising**

- a. Raffle
- b. Bake Sale

### **6. Open Comment**

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**March 11, 2024, 6:30pm Virtual**

### **7. Business (Michele Harris)**

- a. Board meeting update
  - i. Lottery
  - ii. Committees
- b. Chain of communication

### **8. Teacher Support (Paige Bruce)**

- a. 2 mini-fridges still needed for lower grades

### **9. Community Outreach & Education (Lauren Levig)**

- a. Looping education email

- b. Spring Break Camp info

#### **10. Events & Festivals (Lauren Levig)**

- a. THANK YOU! - Ski Days recap, especially Rotarun and potluck

#### **11. Fundraising (Michele Harris)**

- a. Raffle launch and Q&A

#### **12. Open Comment**

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**February 9, 2024, 8am @ Syringa**

#### **13. Business (Michele Harris)**

- a. Board meeting update
  - i. 2024-25 calendar approved and available
- b. Staff update
  - i. Volunteers are needed for ski days

#### **14. Teacher Support (Paige Bruce)**

- a. 2 mini-fridges still needed for lower grades

#### **15. Community Outreach & Education (Lauren Levig)**

- a. Lottery
- b. Open House re-cap
- c. Spring Break childcare

#### **16. Events & Festivals (Lauren Levig)**

- a. Upcoming: Student and/or staff snacks in April, Teacher Appreciation Week  
April 29-May 3, Mayfaire May 9

#### **17. Fundraising (Michele Harris)**

- a. Raffle launches March 8
- b. Amount fundraised to date:
- c. Needs moving forward

#### **18. Open Comment**

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**January 5, 2024, 8am @ Syringa**

**19. Business (Michele Harris)**

- a. Board meeting update
  - i. The Elementary Strings program will extend their program through our middle school program for 7th and 8th graders.

**20. Teacher Support (Paige Bruce)**

- a. Holiday gift/potluck recap
  - i. What worked well and what didn't

**21. Community Outreach & Education (Lauren Levig)**

- a. Lottery prep/Open house
- b. School Choice Week

**22. Events & Festivals (Lauren Levig)**

- a. Grand friends day recap
  - i. What worked well and what didn't

**23. Fundraising (Michele Harris)**

- a. Raffle prep - helpers needed to gather donations

**24. Open Comment**

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**December 1, 2023 8am @ Syringa**

**25. Business (Michele Harris)**

- a. Staff meeting update
  - i. Chicken care
  - ii. Spiral Walk garland
- b. School gear store

**26. Teacher Support (Paige Bruce)**

- a. Holiday gifts
- b. Potluck(s)

**27. Community Outreach & Education (Lauren Levig)**

- a. Spiral Walk history and symbolism

**28. Events & Festivals (Lauren Levig)**

- a. Grandfriends Day
- b. Spiral Walk

**29. Fundraising (Michele Harris)**

- a. Annual Fund
- b. Papoose Holiday Bazaar

**30. Open Comment**

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**November 3, 2023 8am @ Syringa**

**31. Business**

- a. Board Meeting Update (Michele)
- b. Discuss work groups and establish coordinators

**32. Teacher Support**

- a. Staff Gift Fund (Michele)
- b. Classroom volunteer needs
- c. Purchase microwave for heart space

**33. Community Outreach & Education**

- a. Class parents
  - i. Fall class get-togethers

**34. Events & Festivals**

- a. Harvest Festival follow-up
- b. Lantern Walk

**35. Fundraising**

- a. Ecothon

- b. Annual Fund
  - i. Tree signs
- c. Papoose Holiday Bazaar
  - i. Craft Days
  - ii. Volunteer sign-up for Holiday Bazaar

### 36. Open Comment


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## October 6th, 2023 8am @ Syringa

### 1. Voting

- a. Cast your vote here if you are not able to attend in person or virtually to participate in the voice vote - <https://forms.gle/i6khTcJzPvEpZWH87>
- b. Nominees
  - i. Chair: Michele Harris, Co-Chair: Lauren Levig, Secretary: Megan Burns, Treasurer: Dana Yeakel

### 2. Business

- a. Bylaws (Michele)
  - i. The committee met on 9/19 and adopted the following bylaws
  - ii.  2023-24 Parent Council Bylaws
- b. Class Parents (Michele)
- c. Budget presentation (Dana)

### 3. Upcoming events

- a. Staff welcome back coffee and treat - proposed 10/10
- b. Harvest Festival 10/11
- c. Eco-thon 10/20

### 4. Fundraising

- a. Eco-thon
- b. Papoose craft days

**September 1st, 2023 8:15am @ Syringa**

**1. Roles**

- a. PC Chair & Board Liaison: Michele Harris
- b. PC Secretary: Megan Burns - teacher support lead and manages weekly teacher emails
- c. PC Treasurer: Dana Yeakel
- d. School Festival Volunteer Coordinator: Lauren Levig
- e. Class Parent: Paige Bruce (1st or 3rd?)

**2. Needed:**

- a. PC Co-Chair
- b. Class Parents: Kindergarten, 1st or 3rd, 2nd, 4th, 5/6th, 7/8th

**3. Business Matters**

- a. Bylaws
  - i. Establish a committee of 3-5 people to review proposed changes and vote
- b. Finances
  - i. Current account balance and proposed budget
- c. 23-24 proposed meeting schedule
- d. Committees - a combination of staff, board, and parents
  - i. Fundraising, Marketing/Enrollment, Finance
  - ii. Meet monthly the week before the board meeting
- e. Upcoming events:
  - i. 9/7 Back-to-school/Curriculum Night BBQ
  - ii. 9/21 Pizza Day
  - iii. 9/29-10/1 Yoga Retreat
  - iv. 10/11 Harvest Festival \*\*RESCHEDULED\*\*
  - v. 10/20 Eco-thon
  - vi. 12/2-3 Papoose
    - 1. Craft Nights

**4. Fundraising**

- a. Fundraising/Grant Request Form (anything in the works already?)

- b. Pizza days
- c. Eco-thon
- d. Annual Fund Drive
- e. Silent Auction Dinner - Mardi Gras Gala
- f. Spring Raffle

**5. Teacher Support**

- a. Staff snack schedule: will go out in the next class email
- b. Welcome-back staff breakfast - potluck or coffee orders and pastries
- c. Library helpers