

Eagle River Optional Steering Committee Meeting Minutes

September 13, 2016

In attendance: Mrs. Dolan, Mr. Long, Kendra, Ms. Griffith, Codie, Lisa, Charis, Kaleigh, Anna, Daniela, Shannon, Nicole, Sarah, Felicia, LJ, and Jeremiah.

Meeting called to order by Codie at 5:27pm

Introductions

Approval of last meeting minutes from May 2, 2016

Request made from Kaleigh to have meeting minutes posted quickly.

New Business:

1. Budget check in, explanation of simplified format. (Kaleigh)
 - a. Yearly budget is \$5800 minus the \$2700 in program fees; we need to fundraise \$3100 this year. On average \$2000 of this comes from the Kids Kreations art project in the fall. Our ideal goal is to be forward funded for next year.
 - b. Bold # is total assets, but includes the \$600 budgeted per teacher.
 - c. Lego League is separate with funding coming in the form of a loan towards the fees the participating students will pay.
 - d. Field trips are separate from program fees- request from Codie to see the field trip funds on the budget printout.
 - e. Only a 3rd of the students in Optional have paid the field trip fee thus far. Ideas on how to encourage payment in a more forward manner than last year were discussed.
 - f. 67 families and 92 students are currently enrolled in Optional this year.
2. Fund Raising discussed (Kaleigh):
 - a. Fresh Fruit – not cost efficient
 - b. Krispy Kreme- various options of raising funds, will keep as an option
 - c. Halloween Carnival- need to check with the PTA, as it is their event
 - d. Elks- have gaming license, can do raffle of some kind
 - e. Will send out email to drum up other opportunities, ideas and for individuals to join the fund raising team.
3. Kids Kreations (Kaleigh):
 - a. Fundraiser using an art project completed in class and parents have the opportunity to purchase items with child's art on them. Last school year \$1800 was raised with this event.
 - b. Deadline for art submission beginning of October
 - c. Possibly having two options for parents to choose from for ordering
 - d. A note to parents and to teachers both to take a look at the type of art that transfers to merchandise well.

4. Discussion about Volunteer Recognition of some sort to drum up willing volunteering hours. Make note of those who have fulfilled the asked amount, have a separate Optional sign in book at the front office to record as people sign in to volunteer. Making special note of "signing in" for the hours volunteered from home for costume prep, etc.
5. Garden (Nicole):
 - a. Summer and harvest has gone well.
 - b. Another round of kids coming through to pull weeds would be useful.
 - c. Email Nicole feedback about what worked well and what didn't, maybe a partner for Soup day prep execution as well as more volunteers, it was short in adult help this year.
 - d. Possible field trip to Arctic Organics in Palmer:
 - i. Out of district issues? Would Mrs. Losordo-Santo need to be present?
Bus transport only? Nicole will contact them about good timing.
6. Bi-Annual Meeting and Potluck:
 - a. Held meeting with parents as required in by-laws.
 - b. Good turn-out, children/families were very interactive and cohesive.
 - c. Confirmed parent information for the ERO directory and handed out FAQ and answers to the attendees.
 - d. Optional Garden produce sales raised \$225 to go toward garden needs next season.
 - e. Student soup making and potluck participants provided plenty of food for dinner.
7. Parent Information Night (Lisa):
 - a. Many non FB users this year, keep the three part of Wednesday folder, email and FB. All parents have been invited to FB page via email.
 - b. Possible ER Optional APP (LJ)
 - c. Make a welcome packet with contact info
 - d. Split up the list and assign a buddy family
 - e. Make phone calls to the new families to further explain the program and answer any questions.
 - f. Parent night a few weeks into school was preferred over the night before school starts
8. Team Building:
 - a. ERHS students coming to ERES to teach team building games, the themes will be remembering names and taking turns.
 - b. Friday the 23rd, 7 sessions are small group activities, 2 are whole group (k-6) activities
 - c. Follow up session on January 27, 2017
 - d. 4-6 volunteers needed for noon duty due to moving lunch times and additional kids.
 - e. Possible picnic style in Gym as per Mrs. Losordo-Santo
9. Learning Labs (Daniela and Shannon):
 - a. \$350 confirmed budget
 - b. Scheduled for Wednesday, November 16th, February 1st and March 29th.
 - c. Coordinating lunch needs, Dolan and Long to move lunch times. Mrs. Dolan will take care of this.
 - d. Kindergarten through 6th grade each date.

- e. Learning Lab committee to determine which labs to keep and which to retire, and open to ideas and volunteers.
 - f. Create a guideline to help volunteers plan an age appropriate lesson, with breaks and a format.
10. Halloween Carnival (Felicia):
- a. \$200 confirmed budget (passed by unanimous vote), initial upfront to payed back with income from popcorn and water sales. *Was this the PTA determined budget?
 - b. List of needs and volunteer opportunities to be emailed out.
 - c. Theme to be "Haunted Pirates" (Underwater)
 - d. LJ offered paper for the Carnival and for any craft day needs.
11. Craft Day (Cherie):
- a. \$300 confirmed budget
 - b. Tentative dates of Dec 9th and Dec 16th ok'ed by Mr. Long and Mrs. Dolan starting at 9:30, Mrs. Spain's students will arrive at 10
 - c. Mrs. Spain's students to help with second day of crafting to help wrap it up.
 - d. List of wants/needs will be sent home in the next Wednesday folder.
 - e. Community service project attached to Craft Day?
 - f. Cherie will be the online point of contact, Anna will be Wednesday folders and fliers
12. PTA meeting notes available if you would like to see them. * Can we put these on the website with Steering meeting notes?
- a. Meetings first Tuesday of the month at 6:30pm. Possible Ace's game event in January.
13. Principal Losordo-Santo's report, to be discussed next meeting, she was out of town.
14. New Business:
- a. Need to make a purchase of new acrylic paint for the community room. Current supply is dried up, or old and separating.

Meeting ended at 6:45pm

Current Steering Committee:

Officers:

Co-chair- Codie Costello

Co-chair- Lisa Norbert

Secretary- Charis Cotton

Treasurer- Kaleigh Wotring

Standing Committee Heads:

Volunteer Coordinators- Cherie Shirey and Anna Lux

Learning Labs- Daniela Valenote and Shannon Oelkers

Fundraising- Kaleigh Wotring

Garden- Nicole Mercer

PTA Liaison- Sarah Rutkowski

Event Committee Heads:

ERHS Team Building- Lisa Norbert

Halloween Carnival- Felicia Hanna

Parent Information Night- Lisa Norbert
Craft Day- Cherie Shirey
Visit our Schools- Cherie Shirey
Spring Meeting- _____

*Edits added by Kaleigh and Lisa