



**Board Meeting Minutes
Thursday October 21, 2021
Zoom and in Person 2:00**

Attendance:

| | Role | Name |
|---|-------------------------|-------------------|
| X | President | Amanda Ford |
| X | President Elect | Carrie McCann |
| X | Vice President | Lori D'Elia |
| | Treasurer | Lynn Van Houten |
| X | Secretary | Lee Edwards |
| | P. Ambassador Lead | Gwen Eaton |
| X | Hospitality | Samantha Gorman |
| X | Cultural Arts | Allison Blatz |
| X | Book Fair/Pic. Day | Lisa Fore |
| | Lend A Paw | Natalie Newell |
| | Yearbook | TBD |
| | Art Show | Kate Cerullo |
| X | School Supplies | Colleen Icenhower |
| X | Café Days | Marina Adams |
| | Scrip | Meredith Webster |
| | Social Committee | Ashley Johnson |
| | Field Day Committee | TBD |
| | ECS Teacher Liaison | TBD |
| X | Communication Committee | Meredith Webster |

Preparation Items:

- Review Agenda

Action Items:

- Vote to approve September 23, 2021 meeting minutes - approved by Lori and Carrie

AGENDA:

Fundraising:

- **Membership Drive-Amanda Ford**
 - o 173 Families and 55 Staff
 - o Prize: Totes distributed to all that have signed up to date
- **Café Days- Amanda Ford**
 - o Q2P1 Sales: \$25,529 Profit: \$7,925
 - o Next Ordering Period: 10/27 – 11/6
 - o First day of café days: 11/15

- o Looking into My Hot Lunchbox – met with Jen Serino on 10/18/21. Need an answer by 10/31 for if we want to try them Q3 and Q4. Decided we will give them a try. We will take a 36% loss but we should still meet the budget. Going into next year we can decide if we want to move forward. My Hot Lunchbox will give people an option to add/cancel orders much later and it is less work for volunteers. We are considering if we will still offer the sides we have been offering. We made about \$9,000 profit in the last ordering period.
- **Spirit Night- Ashley Johnson**
 - o Spirit Night – Scheduled for 9/15 but postponed due to indoor dining closed at Culver’s
 - o New Date TBD - Dining room is back open. May be able to schedule in December.
 - o Other options:
 - Dairy Queen
 - Urban Air
- **Scrip-Meredith Webster**
 - o First Ordering Window – 11/1 - notice will go out in the newsletter and physical letters will go out to students as well. If people want physical cards, they can get them before Christmas.
- **School Pictures – Lisa Fore**
 - o Makeup Date and class pictures – 10/27

Budget - Lynn VanHouten

- **Budget Update**
 - o **Field Trips?** - Field trips are coming back this quarter.
- **Treasurer Report – will be provided next week**

Programs and Services:

- **Lend a Paw : Natalie Newell**
 - o Next Workday: 10/24 2pm – 5pm; Signup Genius posted on Facebook Pages, will also be in Friday newsletter.
- **Cultural Arts Update: Allison Blatz**
 - o Received \$1,275 grant funding from application
 - o Contracts with Artists being negotiated:
 - Living Rhythm – will perform at Art Show on 3/23/22
 - Black Box Dance Theatre - tentative 5/10/22 for two performances during school day
 - Reggie Cabico Poetry Residency - TBD
- **Hospitality and Staff Appreciation Update: Samantha Gorman**
 - o Next Stock the Lounge: 11/1, 12/1
 - o Next Staff Luncheon: 12/9/21 (Holiday theme), considering a vendor for luncheon. Might move the date to 12/8/21.
- **Parent Ambassadors: Gwen Eaton**
- **Teacher Support Update: Carrie McCann**
 - ___ Staff have submitted for reimbursement to date (Confirmed PAWS membership) - no new reimbursements since last meeting.
 - Grant application window will open soon, and we may go back to 2 windows this year.

Communication - Meredith Webster

- Review Consolidated School Calendar – November

- Family Fun Fest (October 22nd)
 - Grade-Level Baskets for Raffle all set
 - Check with Lauren on volunteers needed

Miscellaneous - Amanda Ford

- PAWS has been helping stock the store for middle school behavior management, LiveSchool (Susan White)
- Teacher Liaison to PAWS (Open) - seem to be okay without one so far. Ms. Whitesite meets with Amanda as needed.

Important Dates:

Oct 22nd - Family Fun Fest

Oct 24th - Lend a Paw

Oct 27th - Picture Day Makeup / Class Pictures

Nov 1st - Scrip Ordering window opens / Stock the Lounge

Nov 10th - Scrip Ordering window closes

Nov 18th - PAWS Board Meeting

Nov 22nd - Delivery of Scrip gift cards