



**Board Meeting Agenda
Thursday September 23, 2021
Zoom and In Person 2:00**

Attendance:

	Role	Name
X	President	Amanda Ford
X	President Elect	Carrie McCann
	Vice President	Lori D'Elia
X	Treasurer	Lynn Van Houten
X	Secretary	Lee Edwards
X	P. Ambassador Lead	Gwen Eaton
	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
	School Supplies	Colleen Icenhower
	Café Days	Marina Adams
X	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 August 19, 2021 meeting minutes - approved

AGENDA:

Fundraising:

- **Membership Drive-Amanda Ford**
 - 171 Families and 54 Staff - a bit of a plateau because we have not had a lot of ways to advertise.
 - Prize: Totes distributed to all that have signed up to date
- **Café Days- Amanda Ford**
 - First Quarter, Second Ordering Period Sales: \$22,706.42 Profit: \$7,500
 - Next Ordering Period: 9/24 – 10/2

- o First day of café days: 10/19
- o Quarantine orders cannot be canceled
- **School Supply Kits - Colleen Icenhower**
 - o Received check from Kennedy for \$ 1,208 The most we have received since we began supply kits.
- **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
- **Scrip-Meredith Webster**
 - o First Ordering Window – 11/1 - might be able to do a hard copy check and paper order form.
- **School Pictures – Lisa Fore**
 - o First round success on 9/21
 - o Makeup Date and class pictures – 10/27

Budget - Lynn VanHouten

- **Budget Update** - received \$10,000 from the CD that was cashed in.
- **Treasurer Report** - \$1,275 budget will be moved from School Clubs to cultural arts to cover poetry residency balance in excess of original cultural arts budget.

Programs and Services:

- **Lend a Paw : Natalie Newell**
 - o Next Workday: 10/24 2pm – 6pm
- **Cultural Arts Update: Allison Blatz**
 - o 2021-2022 Grant Application submitted 9/14
 - o Received notification on 9/21 that ECS has been awarded \$775 in performance grant funding and \$500 in residency grant funding for a total of \$1,275!
 - o Contracts with Artists due 12/15/21
- **Hospitality and Staff Appreciation Update: Samantha Gorman**
 - o Next Stock the Lounge: 10/18, 11/1, 12/1
 - o Next Staff Luncheon: 12/9/21 (Holiday theme)
- **Parent Ambassadors: Gwen Eaton**
 - o Staff Birthdays – Notified each PA of teachers and adopted staff birthdays - PA’s are handling staff birthdays.
 - o Lunch Duty Sign ups (K-8th) Live
- **Teacher Support Update: Carrie McCann**
 - 20 Staff have submitted for reimbursement to date (Confirmed PAWS membership)

Communication - Meredith Webster

- Review Consolidated School Calendar – October
- Family Fun Fest (October 22nd)
 - o Grade-Level Baskets for Raffle signups have been circulated to each class; items due 10/1
 - o We will need 6-7 volunteers for each 30 minute slot to serve plates of food. Please sign up when the signup genius comes out!

Miscellaneous – Amanda Ford

- PAWS has been helping stock the store for middle school behavior management, LiveSchool (Susan White) - She came in and showed the items that have been donated. They have been a big hit.
- Teacher Liaison to PAWS (Open)

Important Dates:

Sept 24th - Café Day Ordering Window opens

Sept 27th - Early Release Day

Oct 1st - Café Day Ordering Window closes

Oct 22nd - Family Fun Fest

Oct 24th - Lend a Paw

Oct 27th - Picture Day Makeup / Class Pictures