

Family Parent Partnership (FPP) Meeting

April 6, 2016

Carroll Lutheran School

Meeting was called to order at 6:35pm, there were 8 parents in attendance along with Karen Ganjon.

The group was welcomed and joined in the Pledge of Allegiance followed by a Prayer from Mrs. Ganjon

Review and Approval of March 2016 Meeting Minutes

- Nancy Baker made a motion to approve as presented, Gary Shelton seconded. The motion carried unanimously

Treasurer's Report

- March 2016 financial reports were presented. The details of each were reviewed (and are attached). Karen Zentner made a motion to approve both the report as presented. Karin Ross seconded. The motion carried unanimously.

President's Report

- FPP Officers for 2016/2017 School Year were presented as follow:
 - Karin Ross
 - Karen Zentner
 - Nicole Sewell
 - Nancy Baker

A motion was made by Gary Shelton to accept the nominations as presented, with many thanks for their willingness to serve this fine school. The motion was seconded by Karin Ross and carried unanimously.

Administrator's Report

- **See attached detailed written report**
- Key points called out:
 - Standardized testing starts next week. It is a new test type and will be done in the mornings. Please try to have the children well rested and well fed to be at their very best for this testing.
 - Power is now available in the pavilion, opening many opportunities for use of the facility
 - Summer school tutoring will be available as needed during specific weeks this summer
 - The Volunteer Thank You Breakfast will be held April 29, 2016 from 8am - 9:30am
 - Nancy Baker asked about whether the 7th grade would have any opportunity to have an outdoor school experience. Mrs. Ganjon is working on this, and Mar-Lu-Ridge is a possible alternative, but there is nothing concrete yet. This is still very much top of mind for Mrs. Ganjon and she is working on an option to try to provide the 7th grade with this experience.
 - Last official Open House is on April 30, 2016 from 9am - 12pm

Old Business

- Bingo Outcomes
 - Somewhere between \$6500 and \$7500 is where the profit should end up. There are still some receipts outstanding that are needed before final numbers can be posted.
 - A big thank you from the FPP to Karen Zentner for coordinating the event!
 - Overall the event went very well. WE had a smaller turnout than last year, but the belief is that is because this year Bingo occurred after the school was closed for the Easter holidays, and was later than in past years. However, the smaller group seems to have spent more "per person" than the prior year.
- Book Fair Family Fun Night
 - To be held during the Scholastic Book Fair week at the school on Thursday night April 14 at 6:30pm.
 - We have great volunteer help and food will be served (simple, hot dogs, pizza, chips, drinks)

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- There are a lot of games planned and the theme is “Peace, Love and Books” with a 60’s theme. All are encouraged to dress for the time and there will be a best dressed contest.
- There will be a hula hoop contest
- All are welcome and it should be a very fun night
- FPP Bulletin Board
 - Tabled
- Cat’s Meow
 - Will be reviewed for next school year once a proper photo is available
- Bricks out front
 - Ideal, but not actionable yet
- Tech Raffle
 - Removing from consideration
- Stratosphere Cards
 - \$15 cost, Stratosphere gives us \$5 (we profit)
 - Considering this as a promotional option, but no action yet
- Kona Ice Truck at Field Day
 - This is confirmed and we will have enough for all that attend to have at least one cone from the FPP with additional purchases available if attendees choose to do so
- Central Location for FPP Documents and Information
 - This exists and is in Google Drive and will be shared with the incoming officers so that the materials, information and other assets for the FPP can be easily used by anyone who needs access
- Spring Spiritwear
 - Was tabled by the FPP with the idea to look into French Toast’s line of spiritwear at a future time
- Hickory Falls Event
 - No update
- Westminster Island Green Cross Promotions
 - No update

New Business

- Marketing Funding for the Board Marketing Committee
 - Drew Dean, who serves as co-chair of the Board Marketing Committee requested that the FPP consider providing \$5,000 in funding to support the Board marketing initiatives. The focus for the money will be primarily on billboards for a period of 6 months around the county and the funding of a direct mail piece targeting the areas who are affected by the school closings in the county, along with a few other smaller costs (banner printing, etc). The committee does not have a very large budget and marketing is critical to help drive enrollment for the school.
 - Karen Zentner expressed concern about the FPP providing funding for marketing when there are other concerns in the school related to existing families that have not been resolved.
 - Gary Shelton stated that having been at the school for 11 years, he has never seen a true marketing effort and believes that is one of the reasons that enrollment is a challenge each year for the school.
 - Amy Louque shared that the FPP has raised money to help the school, and that the purpose of those funds is to help the school overall, and if the billboard and other activities help to bring several children to the school it is well worth it.
 - Nancy Baker stated that having come from Faith Christian School where money was not given for marketing, and having to watch the school close, she knows first hand what can happen if Marketing is not a priority. She would hate to see the school not have this opportunity for \$5,000
 - A motion was made by Nancy Baker to approve the expenditure of up to \$5,000 to support the Board Marketing Committee activities. Karin Ross Seconded. A vote was called. The motion carried unanimously.

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- Bus Trip Funding Requests
 - Mrs. Ganjon requested funding for 3 separate buses for field trips in various grades in the school. One of the trips is already confirmed with dates, the other two are still being finalized. The request is for up to \$1417 to fund the buses for these trips.
 - No questions were offered.
 - Gary Shelton made a motion to approved up to \$1,417.00 to fund the bus trips for the school per the details provided in Karen's Administrator's report. Karin Ross seconded. A vote was called. The motion carried unanimously.
- Fundraiser
 - SweetFrog April 18 2pm - 8pm, CLS receives 10%, must have flyer
 - Panera Bread sent a check for our most recent fundraising night in the amount of \$224.27
- Teacher Appreciation Week
 - This will be held May 2 - 6, 2016
 - The theme of the week will be "Super Heros"
 - Karin Ross, Amy Louque, Kristy Dean and Karen Zentner to begin to prepare ideas. The group will then communicate the needs out to the families to gather the help and donations to make these very special days really count for our wonderful Teachers and Staff.
- Fall Dinner Social - Nov 2016
 - November 12, 2016 is the date decided.
 - Drew Dean is working with Nancy Weller to work on a few venue options and overall structure for the event. More information will be worked upon and reported back in the coming months.
- Mulch
 - We need to clean up the weeds around the trees on property and freshen some of the mulch that was applied last year.
 - Karen Zentner found that Lowes has a promotion for mulch for 5 bags for \$10. We need about 35 bags so that we can freshen what is there since there is a base.
 - Karen Zentner made a motion to approve up to \$100 in funding to purchase the 35 bags of mulch. Nancy Baker seconded. The vote carried unanimously.
 - Karen Zentner will work with Drew Dean to send out a blast notice for help to the families to do the work of spreading the mulch when or if that is needed.
 - Karen Zentner also suggested the idea of "adopting a tree" where families would adopt one or more of the 88 trees on property and they would then keep that tree or trees cleaned up, fresh with mulch, etc.
- Mr. Grant's Retirement
 - Mr. Grant is retiring after this year and the FPP asked Mrs. Ganjon if a retirement event would be appropriate for the FPP to sponsor and organize or if that should be a Board of Trustees action. Mrs. Ganjon suggested that this be handled by the Board of Trustees.
- Chocolate Bar Fundraiser
 - Karen Zentner had attended a PTA convention recently and thought that the idea of selling "World Famous" Chocolate Bars may be a good fundraiser. She shared samples and the profit is 50%. Families take a box of 60 bars and work to sell them. Karen will bring more details to the May meeting.

Being no further business to come before the meeting, a motion was made to adjourn by Karen Zentner. Nancy Baker seconded. The motion carried unanimously.

The meeting ended with the Lord's Prayer at 8:02pm

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PRINCIPAL'S REPORT

Carroll Lutheran School

FPP Meeting

April 6, 2016 - - 6:30 p.m.

PRINCIPAL'S REPORT

Current status: 94 students

Currently enrolled for the 2016-17 school year: 61 students

SCHOOL HAPPENINGS

April 11 – 22 Standardized Testing for grades 1, 3, 5 and 7

April 11 – 15 Scholastic Book Fair

April 13 Afternoon chapel. All parents are welcome to join.

April 14 Family Fun Night 6:30 to 8:00 p.m.

April 15 Field Trip for grades 5 through 8 to Winfield Bible Chapel to watch the *Anne of Avonlea* play performed by Take the Stage Drama School.

April 20 Afternoon chapel with a monetary offering to Camp T.R. All parents are welcome to join.

April 27 Noon Dismissal

April 29 Volunteer Breakfast from 8:00 to 9:30 a.m.

April 30 Open House from 9:00 a.m. to 12:00 p.m.

1. The second CLS Open House was held on Saturday, March 12, 2016, from 9:00 to 12:00 p.m. Out of the three families that attended the Open House, two families were interested in kindergarten and one family already signed up for fourth grade. Two families heard about CLS through other CLS families and 1 went online to the CLS website.

2. Thank you for field trip support! Recommendation: Approve \$417 for buses for kindergarten through grade 3, and approve \$1,000 for buses for grades 4 and 5, and 6 through 8 field trips. Total needed: 1,417 for buses.

3. There is power to the pavilion!

4. CLS will again be providing academic summer school (reading, writing, and mathematics) as well as private and/or small group art and music lessons for the month of July. Any questions, please call the office.

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TREASURER'S REPORTS

March 2016

11:34 AM
04/04/16
Accrual Basis

Carroll Lutheran School FPP Balance Sheet As of March 31, 2016

	Mar 31, 16
ASSETS	
Current Assets	
Checking/Savings	
10470 · NWSB FPP Checking	23,378.82
Total Checking/Savings	23,378.82
Total Current Assets	23,378.82
TOTAL ASSETS	23,378.82
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	32,829.48
32000 · Unrestricted Net Assets	-14,983.50
Net Income	5,532.84
Total Equity	23,378.82
TOTAL LIABILITIES & EQUITY	23,378.82

11:33 AM
04/04/16
Accrual Basis

Carroll Lutheran School FPP Profit & Loss March 2016

	Mar 16
Ordinary Income/Expense	
Income	
40310 · Used Uniforms	14.00
47050 · Fundraising Income	
47065 · Basket Bingo	2,330.00
47066 · French Toast Clothing	272.59
47067 · Self Defense Fundraiser	230.00
Total 47050 · Fundraising Income	2,832.59
Total Income	2,846.59
Expense	
52100 · FPP Activities	
52105 · Field Trip Expense	313.00
52110 · Eric Energy	800.00
52111 · Self Defense fundraiser expense	100.00
Total 52100 · FPP Activities	1,213.00
54720 · Fundraising Expense	
54722 · Bingo	3,464.98
Total 54720 · Fundraising Expense	3,464.98
Total Expense	4,677.98
Net Ordinary Income	-1,831.39
Net Income	-1,831.39