



## Family Parent Partnership (FPP) Meeting

October 4, 2017

The meeting was called to order at 6:33 PM by Kristy Dean.

22 parents were in attendance along with (Teachers, staff, board members)

The group was welcomed and then joined in the Pledge of Allegiance, followed by a prayer from Elaine Cain.

All attendees introduced themselves.

### Review & Approval of September 2017 Meeting Minutes:

- Leigh Chapman made a motion to approve as presented, Christine Gassman seconded. The motion carried unanimously.

### Treasurer's Report:

- Genetta Miller presented the treasurer's report. Christine Gassman made a motion to approve as presented, Julie Keller seconded. The motion carried unanimously.

### Administrator's Report:

- Mrs. Mandy Gilbert presented:
  - Grandparents day – lunch forms needed. Error of time on original flyer. Should be 11 am to 1 pm. Tables will be setup in gym with grandparents & kids so they can all sit together. They will be playing bingo and having lunch together. Grandparent visits to the classroom will follow with all activities ending at 1 pm.
  - Halloween is a ½ day, dress down day. Students may wear Halloween t-shirts (appropriate "cute") or orange/black. No scary outfits or costumes.
  - Fri Nov 3<sup>rd</sup> – School field trip planned to the National Aquarium. No cost for children, teachers or staff. Two buses will be transporting all. School will do a chaperone lottery for parents/grandparents and all chaperones must ride the bus. Please put in only one person per family to chaperone. Flyer will be included in office folders on 10/5. Chaperones cost will be \$28/person. The number of chaperones will be proportionate to class size. Buses will leave at 9 am, arrive back to school around 3:30 pm (using parent alert system to notify parents when they will arrive). Bagged lunches will be needed and permission slips will be coming home in one week. This field trip will take the place of individual classroom field trips for fall. Teachers will be planning spring trips for individual classes.
  - Communication is so important for admin, staff & parents. The school is focusing on ways to communicate this year – Constant Contact emails are sent more frequently. Weekly Sunday night email to parents for school schedule for the week. Office folders go home weekly now; daily was too frequent – lots of empty folders going back and forth before. A lot of parents are not reading the electronic communications (status can be seen whether the emails are read); if people haven't gotten the emails, please contact the office ASAP to be added. If you received the emergency test emails, text, etc. earlier this week you should be getting the communication emails too.
- Dress down coupons were given for all students whose parents attended tonight's FPP meeting.



## Family Parent Partnership (FPP) Meeting

October 4, 2017

### President's Report:

- Kristy asked for overall thoughts/concerns on the direction of the school during the 1<sup>st</sup> month of the new school year. No comments made by anyone in attendance.

### Old Business:

- 2017-2018 Budget & Restricted Line Items (Revised) was provided to all FPP members as edited during the September 2017 meeting. Lori Miller made a motion to approve as presented, Leigh Chapman seconded. The motion carried unanimously.
- Golf Tournament (Friday Oct 6<sup>th</sup>) – 65 golfers, 17 teams signed up. Free childcare at school before & after school for parent volunteers will be provided. Volunteers are needed around 7 AM – golfing starts at 8:30 am. Event will end with lunch by 1 or 2 pm. Sign-up sheet was passed around for volunteers. This is a great opportunity to publicize the school to people not otherwise connected to the school. Donations are still being accepted for raffles. Golfers can “walk in” the day of the event to participate in the tournament. Currently have 8 raffle prizes, but any more would be appreciated.
- Used Uniform Coordinator – Amy Jewell will be the new coordinator. If you would like to help with this, please contact Amy directly. A suggestion was also given to sell used uniforms prior to the FPP meetings starting at 6 pm some months during the year.
- Fall Fest Parade debrief – CLS participated and 40 people from the school walked in the parade. The new banner with logo was carried and everyone had a great time. If anyone has ideas for next year's parade, please let Kristy Dean know so we can plan ahead.
- Operation Christmas Child Collection Week (Nov. 13-17<sup>th</sup>) – Materials have been ordered – shoeboxes have shipped, paperwork has been received. Shoeboxes are assembled and then parents may take them home to fill (optional participation). During Chapel, the children will learn about the Shoebox Program.
- Players Fun Zone Night (Tuesday, Nov. 21<sup>st</sup>) – You'll be able to pre-purchase tickets. A percentage of ticket, food, etc. prices will be given back to CLS.
- Scholastic Book Fair Family Fun Night (Friday Dec. 1<sup>st</sup>) – Wild West theme: “Saddle Up and Read”. Potluck, kid's bingo, etc. suggested. Come & go event. Prizes for bingo for kids – need to ask administration for approval of these (ie. homework passes, etc.). We need a volunteer to lead the event & coordinate.
- Secret Santa Workshop (Friday Dec. 15<sup>th</sup>) – Setup will begin Thursday 12/14 at 1 pm. Christine Cruz and Dana Johansen are coordinating again this year. They will be sending out information regarding volunteers & donations needed for event. If anyone has donations now, feel free to send them in to school for us to collect. Items for men are always harder to find.
- Consignment Sale (Feb 2018) – This 3-day event has been going on for 15 years. The last few years there's been a decrease in profit (less consignors, lower prices on items). If we decide not to do this in Feb 2018, we need to find a replacement fundraiser for this event. A review of the reasons presented for not having the event were discussed from the last meeting – the large number of labor/work/volunteers needed, bad/cold weather possibility, 2 days required to setup and 1 day for the sale (Saturday), less profit from event. Discussion included: moving the consignment sale back to the CLS Campus, possibly only one ticket color – all remaining



## Family Parent Partnership (FPP) Meeting

October 4, 2017

inventory is donated (nothing goes back to the consignors). We will need to coordinate our sale with other local consignment sales and would have to be careful with school schedule for coordinating setup of the sell – security factor is a major concern for setup with strangers coming on campus when school is in session. Evening drop off would be best, possibly a Thursday drop off. Possibly do it with an outdoor food truck/vendor sale event. We need a lead coordinator/committee for this event at CLS – it can be a brand-new event, not based on the history of the event. Perhaps ask for a minimum of 1 person from each grade to volunteer on this committee, and that person would communicate to that grade's parents about what is needed for the event. The Ag Center costs approximately \$2,500 and we need to get a contract signed ASAP with the Ag Center if we were to hold it there again this year. Drew Dean said we need to determine whether parents will support this event. Suggestion to send out a SurveyMonkey to all parents at school including the discussion. Raffles could be a good alternative to the consignment sale. This will be revisited at the November meeting.

- There are 3 consignors from the 2017 sale who have not cashed their checks. All have been contacted multiple times. Vote was taken whether to void these checks that remain outstanding. Scott Newell made a motion to approve as presented, Terry Valentine seconded. The motion carried unanimously.
- Spring Bingo (March 24, 2018) – Setup on Friday 3/23 at 1 pm. Cindy Myers & Lily Seipp will be contacting parents to get volunteers. Lists of prizes has been made.
- Science Lab for this year – Mandy Gilbert probably has this scheduled for January. It'll be an aquatic-themed lab for this year with lots of opportunities for all the grades. A parent volunteer will be needed every day (preps & cleans up after each group, helps with kids).

### New Business:

- Communication – Kristy reiterated that communication is important to the FPP board too and we want to make sure everyone has a voice. Please share your ideas, thoughts and concerns so we can address them. Use the Google calendar on the CLS website as the official school calendar. If you feel like you're missing information somehow, please contact the school office or the FPP immediately. Teachers are required to stay until all information is entered in RenWeb each day.
- Trunk or Treat (Fri. Oct 27<sup>th</sup> 6:30 – 8 PM) – Do we want to do this event or do we want to combine with the New Hope Fellowship Trunk or Treat event on Oct. 28<sup>th</sup>? We have a list of candy allowed for all kids with food allergies. General consensus was to just combine with the New Hope Oct 28<sup>th</sup> event. FPP will not host an event on Friday the 27<sup>th</sup>.
- Restaurant Fundraiser – Buffalo Wild Wings (Tuesday, Oct. 10<sup>th</sup> 11 AM – 1 AM) – Extended hours this year. The flyers coming next week will include 3 coupons on each page. Please distribute these to friends & families.
- Fun Run (May 4, 2018) – Rain or shine event on May 4<sup>th</sup>. Mrs. King will attend November meeting to give more information on this activity.
- "Free Money" Fundraisers – Kristy Dean will be putting out information on all these programs – thru Amazon Smile, Kennie's Foods, Giant Foods, box tops, Shop A Roo app, etc.



## Family Parent Partnership (FPP) Meeting

October 4, 2017

- Family Business Directory – Suggestion has been made to compile this again, more info will come.
- Additional fundraiser opportunities – Please let the FPP know about other fundraising ideas. So far, we have:
  - Usborne Cards for a Cause
  - Paint Night
  - Liberty Mountain Ski Resort – Kristy will schedule
  - ACMoore
  - Five Below Fundraiser has been scheduled
  - Belk Shopping Coupons – 4-hour private sale on Nov. 4<sup>th</sup>. We would sell \$5 coupons to attend the event.
  - Script card program – allows you to order gift cards for future purchases you do on a regular basis. 10% rebate goes to the school and remaining can go to school or towards your tuition for the next year. Kristy Dean has been able to get a 1 month free of tuition the past 2 years through this program.
  - Tristar Marital Arts – 6 weeks of lessons for \$69 for all ages. Free uniform included. 100% of proceeds goes to CLS. Recipient of package sets up their own time for classes.
- Any other ideas or interests to pursue for this school year – None suggested.

Being no further business to come before the meeting, a motion was made to adjourn by Jen Henley, and seconded by Justin Durburow. The motion carried unanimously.

The meeting ended with the Lord's Prayer at 8:05 PM.

**NEXT MEETING:** Wednesday, November 1, 2017 at 6:30 PM



## Family Parent Partnership (FPP) Meeting

October 4, 2017

2017-2018 Restricted Line Items: To be voted on by FPP at the start of the school year		BUDGET	
8th Grade Graduation reception		\$ 200.00	
Bingo (offset by income)		\$ 2,500.00	
Consignment Sale - rent & other setup charges (offset by income)		\$ 3,500.00	
Events - Fall Activity, Christmas Break, Family Fun Night, etc		\$ 2,500.00	
Field day food		\$ 600.00	
Field Trip - In house - assemblies and programs		\$ 3,500.00	
Field Trip - out of school - buses, field trip entry fees		\$ 2,000.00	
FPP Operating Supplies - checks, envelopes, stamps, etc		\$ 75.00	
Marketing - parades, billboard, signage		\$ 2,000.00	
Playground woodchips/mulch - 2018		\$ 1,000.00	
Playground woodchips/mulch - 2019		\$ 1,000.00	
Playground woodchips/mulch - triennial next is 2020		\$ 1,000.00	
Recycling Program - Hughes Trash removal		\$ 504.00	
Scholarship Donation to CLS (10% of remaining balance as of June 30th)		\$ 2,300.00	10% not set
Secret Santa Workshop		\$ 800.00	
Teacher Appreciation Week		\$ 750.00	
	<b>Total:</b>	<b>\$24,229.00</b>	