

FPP Meeting Minutes



Meeting Minutes

December 5, 2018 6:30pm

FPP Mission: *To improve the lives of CLS children, teachers and families each and every day.*

1. Welcome and Greeting

- a. Greeting
- b. The meeting was called to order at 6:33pm
- c. Pledge to the Flag
- d. Opening Prayer

2. Introductions

3. Review and Approval of November 2018 Minutes

Attendees picked up copies of the minutes. A motion was made by Bob Hicks and seconded by Lori Miller
Minutes approved unanimously

4. Review and Approval of Treasurer's Report – November 2018

Income this month-Buffalo wild wings, spirit wear and fun run \$3718.43

Expenses included: Photo booth, Radios, fun run incentives, Credit card fee, Spirit wear

Net income: Just under \$1,300.00

Fun run update: Need to add in the \$5.00 coupon incentives for the book fair. Total profit: Just over \$4,000.00

Motion: Drew Dean

Second: Julie Keller

Treasurer's report approved unanimously

5. Administrator's Report

Radios went to good use today during the fire drill

Many tours being given for prospects of new students. Mostly kindergarten tours thus far. Mrs. Gilbert is also looking to open enrollment earlier than last year.

Christmas Events:

Puppet show from the Grannies at Carroll Vista for K-2

Secret Santa workshop coming up- Mrs. Cruz leading the workshop

Christmas Concert-

Cookie Walk before and after the concert

December 20th – On our half day each class is holding some type of holiday event.

Just a reminder there is no aftercare on the 20th.

Shephard's staff- Mrs. Gilbert was able to speak with the children about what it means to show God's love outside our school.

Next Wednesday morning to send in donations! 12/12/18!!

Donations include (all new, not accepting gently used): School Supplies, Toys, Hygiene and Self Care (all should be size appropriate for stockings)

6. President's Report

In the month of November, the students in 5th grade practiced an attitude of gratitude. The 5th grade wrote the FPP a thank you letter. The letter was read aloud by Kristy Dean.

The 5th grade also supplied gratitude prayers on the announcements.

Update on Mrs. Potito: Donations are welcome to purchase gift cards. In addition, if your children would like to make her cards. Please have everything back to the office on December 12th, 2018. Mrs. Gilbert shared that her overall recovery is proceeding as expected and that she intends to return to media during Chemotherapy, however her health will come first.

7. Old Business

- a. FPP Exec board members at large

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Membership is open to all. We meet monthly out to dinner. Leigh Chapman asked why all members are out at once. It was shared that this was a fluke event and not intended to happen this way.

- b. Trunk or Treat – Sarah
Update postponed
- c. Internet Safety Seminar – was November 14th – Elaine
Grant did a fabulous job!
Had 3 attendees from outside of CLS
Noelle asked for some more notice to be able to share with her church family. This will be shared with Elaine.
- d. Operation Christmas Child Collection Week – November 13-16th – update
Goal was 75 boxes. Just shy of our goal. Collected 71 boxes.
- e. Coffee Fundraiser – Cindy Myers
Coffee will be back Friday. Sold 117 bags \$819.00 excluding a \$20.00 donation. Most popular is Christmas Blend
- f. Scholastic Book Fair Family Fun Night – update
35 families were able to attend, along with 8 out of the 9 primary teachers attended.
The children loved the photo booth. Owner forwarded 619 photos to Kristy
Kristy asked for suggestions for next time:
 - If an event starts at 5:00 while aftercare is still going, we should know what children are still in aftercare versus what children's parents are there to be responsible for the child.
 - Feedback that 5-8 timeframe worked well.
 - Leigh discussed how the children in aftercare, that may have to go to the library may feel restricted from the book fair. Mrs. Gilbert and administration will review for a plan moving forward.
- g. Spiritwear – Cindy Myers
Current spiritwear up to 44 items. Items back on 12/17/18. Orders are open until 12/11/18. We are going to upload the spirit wear order form online in a generic way so that it is easily accessible for families. Mrs. Gilbert will send out an email reminder with the forms via constant contact.
- h. Secret Santa Workshop – Tuesday, December 18th
Mrs. Cruz coordinating. She will need help setting up on 12/17/18 beginning at 12:30 and will be done approximately 3:00. Tuesday children shopping begins at 8:30 and will have 45 minutes to shop. Please contact Christine directly, her email went out today in the constant contact email. A very festive event!
Still need:
 - Volunteers
 - Simple refreshments
 - Gift bags
 - Tissue paper
 - Candy to fill mugs
 - Also looking for sturdy cardboard
- i. Cookie Walk – December 19th
Mrs. G coordinating. 60 dozen cookies have been signed up for.
This is a sales event where you can buy cookies by the pound.
Price per pound is still in the works
More cookies still welcome
This is a school sponsored event and proceeds will go towards the scholarship fund
- j. Spring Bingo (March 30, 2019)

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Set up Friday March 29, 2019

Our next FPP meeting will be full on Bingo preparation.

No longer need a baking permit.

Still need a temporary food service permit for cooking

Cindy Myers will email Genetta Miller the guidelines.

Permit obtained 2 weeks prior to the event.

The event still needs volunteers especially a kitchen helper.

Prior to our full force preparation, if anyone can solicit donations starting now, it would be very helpful.

A general explanation was provided for the first-time attendees.

We are asking for each person's strengths to help us with advertising, packing, prepping. Each classroom picks a theme as well to pack baskets.

A list of known commitments will be published.

k. School Store - No updates at this time.

l. Skating Party – February 3rd

Magic Elm Skating party 4:30 to 7pm

Fee: \$ 375.00

Does not include skate rentals and food.

It was noted that this date is Superbowl Sunday.

Kristy will look for another date:

Motion to approve the \$375 for this event: Lori Miller

Seconded by Sue Leppart

The general fund of \$375.00 was approved unanimously and a new date to be determined.

m. Paint night fundraiser – Julie

20% of the profit

Cobb 51 was the company.

Can be held onsite-need 20 registrants

Items range from \$20-40. And one item per person.

Event will be kid friendly.

Explored the possibility of opening up the event to the public.

There was a question if someone didn't register and just showed up, would they be able to participate – answer was yes.

There was discussion on when- late January or early February.

We would just need to make sure that the gym (if needed) would not be rented at that time.

Julie will email to check the gym rental and secure a date.

n. Island Green Family Fun Center event – Julie

No update at this time.

8. New Business

a. Restaurant Fundraiser – Chipotle, Wednesday, December 12th 4pm – 8pm

Flyers went home last week and on our website.

Tell them before you pay and CLS will get credit. Chipotle donates 33%.

b. Super Bowl Sub Sale – January

Last year was our first year.

Subs and Pizza from Kennie's in Taneytown.

Profit last year was just over \$800.00

Discussion:

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Do we hold the fundraiser?

Ask was to move the delivery this year to a Thursday so that CLS families have time to deliver to those that order. There was discussion on whether or not to offer incentives to students. It was noted that incentives that cost, come out of the profit of the event. Ideas were to offer the dress down coupons or other experiential events (incentives that are cost neutral.)

c. Additional fundraising interests or ideas

Genetta Miller brought up the idea of a Read-A-Thon.

Mrs. Gilbart discussed we are doing a St. Jude's math-A-thon. This is currently in the works and will likely be in the February/March timeframe.

d. Any other ideas or interests to pursue for this school year

A reminder to the group that the FPP is our voice. All participation is encouraged. We ask that you share ideas.

A reminder that volunteer training is following this meeting and everyone received their dress down day coupons.

Motion to adjourn the meeting was made by Mrs. Gilbart

Seconded by Julie Keller

Approved unanimously

9. **Adjourn with Lord's Prayer 8:00pm sharp**

Next Meeting: Wednesday, January 2, 2019 at 6:30 pm