



Family Partnership Program (FPP)

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

Meeting Minutes

November 6, 2019 6:30 pm

1. **Welcome and Greeting**
 - a. Greeting, Pledge to the Flag, Opening Prayer
2. **Introductions**
 - a. Attendees introduced themselves
3. **Review and Approval of October 2019 Minutes**
 - a. Jen Gawel made a motion to approve
 - b. Julie Keller offered a second
 - c. The October Minutes were approved
4. **Review and Approval of Treasurer's Report – October 2019**
 - a. Income:
 - i. Spirit wear \$629.00
 - ii. Fun Run \$1998.00
 - iii. Fun Run T-shirts: 180.00
 - iv. Used Uniform: \$28.00
 - v. Texas Roadhouse: \$200.00
 - b. Expenses:
 - i. Marketing-coffee for first FPP meeting \$29.98
 - ii. PE uniforms \$527.45
 - c. Jen Newill made a motion to approve
 - d. Mandy Gilbert offered a second
 - e. The Treasurer's report was approved
5. **Board of Trustees Report**
 - a. Steve Findeisen provided a brief board report.
 - b. Steve noted that there has been board communication with the school about new student enrollment.
 - c. Steve also noted that there was an annual meeting on October 20th.
6. **Administrator's Report**
 - a. Mandy started with a big thank you for all of the support for the Fun Run. She noted that there was a big crowd to help and also to cheer on the students.
 - b. A big thank you to the FPP for sponsoring Grandparents day and the program of Reptile World. She noted that there
 - c. There was a new family that the school welcomed today. A new 1st grader and a new 3rd grader. Mandy noted that we have welcomed 4 new students.
 - d. Dina Nightingale our bookkeeper had resigned her position as book keeper. The board and school made the decision to split this role into 2 roles, one being a financial secretary and one being a bookkeeper. Bonnie Higgins has accepted the position of financial secretary. Margaret Arnolt has accepted being the bookkeeper.
 - e. Operation Christmas child began today! Boxes will be available starting Monday 11-11-19. Our goal for the school is 100 boxes.
 - f. Next week, we celebrate Veterans all week. Monday is a paid dress down day-funds raised will go to Operation Heal our Patriots. The school will also do some other activities towards serving Veterans.
7. **Old Business**
 - a. FPP Exec board members at large- Introduction
 - i. Jen Gawel, our executive board member at large, was introduced.



- b. Golf Tournament – Update on success
 - i. Held on October 11th. The golf tournament was a success and feel that it was the most successful golf tournament yet. Actual financials are to come.
- c. Annual Fun Run – Update on success
 - i. Funds raised: \$7,900.00 gross income
 - ii. Expenses: \$866.61
 - iii. Net Income: \$7,033.39 (Goal was \$7,500.00)
 - iv. Kristy noted that next year 99 Pledges noted that next year there will be no administrative fees.
- d. Texas Roadhouse & Buffalo Wild Wings- Update on success
 - i. \$200.00 Texas Road house from 40 families
 - ii. BWW \$153.49
- e. Family Business Directory- update
 - i. Kristy has heard from one additional person to include in the business directory.
 - ii. Kristy recommends that even if you have sent in your information previous years, to please send that again.
- f. Operation Christmas Child Collection Week – Started today at Chapel
 - i. Please see above in Administrators report
- g. Coffee Fundraiser – Update: Information comes home Thursday, November 21st
 - i. Forms will need to return December 6th.
 - ii. Coffee will be back December 14th
 - iii. CLS blend will be included. Other blends same as last year. Whole bean and Ground.
 - iv. Last year we sold 117 bags. Goal this year is to sell more.
- h. Discount Cards
 - i. Tabled for future discussion
- i. Skating parties- booked Sunday, December 29th, March 22nd, and May 31st. All 4:30 to 7:00pm
 - i. All at Magic Elm in Hanover
 - ii. Do not miss these events! Fun for all!
- j. Book Fair Family Fun Night- Thursday, November 21st 6-8pm. Artic Adventure Book Fair ~ Snow much to read
 - i. Photo booth booked this year for 3 hours.
 - ii. Pasta dinner will be served with salad and breadsticks
 - iii. Students who were fundraisers for fun run- remember their discount coupons
 - iv. Volunteers are needed for this event-Linda Frick will be reaching out.
 - v. Jen Gawel will be leading the crafts for this event.
 - 1. Looking for donations for purchasing Shrinky-dink paper
 - 2. Another craft-will be making pipe cleaner snowflakes and beads
 - 3. If donations can be received by November 15th
 - 4. One other craft, cotton ball polar bear faces
 - 5. All donation accepted-including cash or gift cards to Michaels.

8. New Business

- a. Coach Frank Thank you
 - i. Coach Frank made the purchase for the T-shirts for Fun run.
 - ii. Scott asked the attendees for ideas on gifts. Mandy suggested a framed photo of the children in their t-shirts on the hill and also the possibility of a Subway gift card. Noel McCutchen suggested that the children could help decorate the frame.



- iii. Kristy suggested that perhaps our Art Teacher could possibly assist with the decoration of the frame.
 - iv. The FPP decided the above for Coach Frank
- b. Secret Santa Workshop – Need Coordinator(s). Set up Monday December 16th. Event December 17th. During the day.
- i. Coordinator-A new parent has agreed to be the coordinator. The previous coordinator will provide notes etc for our new coordinator.
 - ii. Mrs. Frick will be reaching out to many volunteers for assistance with this event as well.
- c. Spirit-wear Fundraiser – Update
- i. The marketing committee has been working on new designs for new spirit wear.
 - ii. We are working with a new vendor due to price increases with our other vendor.
 - iii. Our portfolio of spirit wear will be increasing to include sweatpants, new shirts, hoodies.
 - iv. It was noted that this new vendor will be mostly spirit wear not necessarily gym or school approved clothing.
 - v. The new vendor will be able to provide an online store and shopping for the school.
 - vi. Noel suggested that this be pushed before Christmas.
- d. Spring Bingo – Saturday, March 28, 2020 – Update
- i. Marketing materials beginning to be put together.
 - ii. Prize lists coming together
 - iii. Permits to be purchased.
 - iv. Goal is to have all this information regarding Bingo by early 2020.
 - v. Bingo committee will continue to search for volunteers via Mrs. Frick.
- e. Additional fundraisers –
- i. Krispy Kreme
 - 1. Leigh Chapman shared that her work facility did this fundraiser and it was very successful.
 - 2. Cindy Meyers suggested perhaps during the Christmas program. Mandy Gilbert suggested that we keep the cookie exchange as parents are already asking about the cookie exchange.
 - 3. There was strong interest in Krispy Kreme. Leigh will find out more information. Suggested timing is around the holidays.
 - ii. J Sweets in Westminster -Possibly a Restaurant fundraiser.
 - iii. Pure Vida- \$3.00 per bracelet. Then the school decides on pricing.
 - iv. Chick fil a is our next fundraiser. December 6th 6am to 11pm. Must have a flyer. Must be a hard copy.
- f. Any other ideas or interests to pursue for this school year
- i. Marketing committee currently putting together a flyer of all of our free fundraisers.
9. **Adjourn with Lord’s Prayer**
- a. Motion to adjourn provided by Jen Gawel
 - b. Second provided by Chad Plendyl
 - c. The meeting was adjourned at approximately 7:40pm

10. **Next Meeting: Wednesday, December 4th, 2019 at 6:30 pm**