



## Executive Committee Minutes

November 11, 2014

6:30 p.m.

Elmwood Elementary School

**ATTENDEES:**

**Officers: Molly Carroll, Alison Giese, Rachel Schaar and Colleen Tadych**

**Committee Liaison: Kara Erchull**

**Staff: Principal Royce Lindner**

AGENDA ITEM	DISCUSSION/ CONCLUSIONS
<b>Call to order</b>	Meeting was called to order at 6:38 p.m.
<b>Review/Approve Minutes</b>	Sept. 9, 2014 Executive Committee Meeting minutes were discussed and approved with no changes. Sept. 16, 2014 Meeting minutes were discussed and no changes made.
<b>Treasurer's Report</b>	<p>Allison Giese shared notable changes since our last meeting:</p> <p>REVENUE:</p> <ul style="list-style-type: none"> <li>• We haven't received any dollars from Matty's and are looking into this.</li> <li>• We earned \$275 from McDonald's Night plus \$35 in tips.</li> <li>• We earned \$150 from Buffalo Wild Wings Eat and Earn night.</li> <li>• We've seen a nice increase in our Target dollars.</li> <li>• We are a little ahead in Entertainment Book dollars.</li> </ul> <p>EXPENSES:</p> <ul style="list-style-type: none"> <li>• The Book Fair was off by only 14 cents!!</li> <li>• Fall Fest spent \$379.49 (budgeted only \$200, but water and hot chocolate sales helped offset expenses - which included subs that Royce bought to eat with Pumpkin Carving winners).</li> <li>• Spring musical has paid for rights to musical.</li> <li>• For 6<sup>th</sup> grade graduation, the banner invoice came in so expenses were updated. Royce Lindner has called Amy Kessler multiple times about 6<sup>th</sup> grade gift, but has not heard back from her.</li> </ul> <p>YTD (as of 11/11/14):  Revenue = \$8,819.79  Expenses = \$4,982.95  Current checking account balance = \$45,370.79  Available cash = \$22,159.36</p>
<b>Past Events</b>	<ol style="list-style-type: none"> <li>a. Entertainment Books - Molly Carroll will check with Tracy Garza about what she will do with extra books. Also, it was discussed about other possible options for future, including Save More book and punch card.</li> <li>b. September Meeting/Social – Meeting/Social went very well and will plan to repeat for future. Raffle was a good idea and board felt budget discussions should stay at May meeting to make September meeting more “friendly.”</li> <li>c. McDonald's Night - \$305 raised</li> <li>d. Buffalo Wild Wings Night – \$150 raised. Kathy Quandt said she is skipping Eat and Earn for November and December and will look into January dates. Colleen</li> </ol>

	<p>Tadych will follow up with her.</p> <p>e. Fall Fest – There was discussion of some changes for the event as the attendance grows. Suggestions included: adding a DJ; Skip games but continue Spider Hunt and crafts; Don't have prizes – just candy; Add a prize table so there is one by each set of doors that children use for Spider Hunt; Don't have level of prizes to help with congestion at prize tables – each child gets one small, one medium and one large piece of candy; Pumpkin carving contest went well, but maybe just have two levels – K-3 and 4-6; Need to have more adult volunteers outside to corral children; Move food and crafts to Monet Café</p> <p>f. Book Fair – The Book Fair was hugely successful and had \$13,452 in revenue. So Elmwood received 50% of that in Scholastic dollars (\$6,726.32) plus \$1,370.26 for a total of close to \$8,000. Royce will set up time for teachers to go to Scholastic Warehouse to buy books. With success of Book Fair, may consider getting some profit in cash in future (receive 25% of profits instead of 50% when choosing cash). This year, Home and School added a sticker “Compliments of Home and School” in the front of the books that students received for free so parents knew where those came from.</p>
<p><b>For Discussion</b></p>	<p>a. Discretionary Fund - Alison will do research on this. If appropriate, we would draft rules that talk about how money could be used (for coats, field trips, etc.)</p> <p>b. Junior Achievement – Royce said a liaison volunteer could be helpful to set up programs in each class. Home and School is looking for a liaison – would be helpful if they have taught Junior Achievement before. Colleen Tadych will contact Laura Schmidt from the District Office to see if she knows of anyone.</p> <p>c. Co-Curriculars update – Royce said they are hoping to expand Robotics. They had 10 students this year (but many more applied to participate) and are hoping to add more in future.</p> <p>d. New Logo Ideas – The Board discussed the new logo designs and Rachel Schaar will ask Ramanpreet Kohli to make updates.</p> <p>e. Fundraising Idea: Knowledge-a-thon – Colleen Tadych explained this fundraiser. The Knowledge-a-thon happens during school. Each grade level comes up with knowledge questions for the students and test is given during class on a specific day throughout the school. Each student gets pledges for either each question answered correctly or just an overall amount. Prize levels are Elmwood spiritwear. It was discussed what money raised would be used for – possibly an outdoor classroom (like Ronald Reagan). Royce will check with Reagan to see if outdoor classroom is utilized. Also, we should not have Jump for Heart collection at same time. Colleen Tadych will look more into specifics of event.</p>
<p><b>Upcoming Events</b></p>	<p>a. All School Skate – no updates</p> <p>b. Mr. Lindner’s State of the School Address – Royce has gotten some parent response already about topics to cover. Jaime Veal has created video about Elmwood that will be shown.</p> <p>c. Movie Night – Suggestion of having a movie night that parents and kids could watch together and discuss after – such as a movie about bullying. This could be set up in a smaller room.</p> <p>d. Market Day Pick-up - Tonia Schmeier is encouraging teachers to use their dollars each month. In November, they used it for Book Fair.</p>

	e. Shop Until You Drop – Still looking for more volunteers.
<b>Other</b>	Teacher Appreciation <ul style="list-style-type: none"> <li>Colleen Tadych and Alison Giese discussed a variety of ideas for Teacher Appreciation that will be implemented in the coming months. Many of these will be kept as surprises to the teachers.</li> </ul>
<b>Next Meeting</b>	Tuesday, January 13, 2015 at 6:30 p.m.
<b>Adjourned</b>	The meeting was adjourned at 8:36 p.m.

<b>Assignments:</b>		
<b>Task</b>	<b>Assigned To</b>	<b>Due Date</b>
<b>Look into setting up discretionary fund</b>	Alison	Jan. 13
<b>Contact Laura Schmidt from District Office about possible Junior Achievement volunteers</b>	Colleen	Jan. 13
<b>Update Home and School logo</b>	Rachel	Jan. 1
<b>Check how Ronald Reagan used outdoor classroom</b>	Royce	Jan. 13
<b>Look into Knowledge-a-thon details</b>	Colleen	Jan. 13