



Executive Committee Minutes

September 9, 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
Call to order	Meeting was called to order at 6:35 p.m.
Review/Approve Minutes	June 23, 2014 Executive Committee Meeting minutes were discussed and approved.
New ideas/thoughts on how to improve bi-monthly meetings	<p>Meetings will begin earlier at 6:30 p.m. We'll continue to have water available at meetings. This year we will also provide babysitting in the kindergarten pod and will have a bin of activity books, games, cards, etc. Royce will check with the Eisenhower Honor Society staff person to see if Honor Society members would be interested in volunteering to babysit.</p> <p>The idea of having a conference call-in option was discussed. Molly Carroll said she has used the services but hasn't used the speaker function before so it would need to be tested ahead of time.</p> <p>There was discussion about adding a school component to each meeting, such as topics that Royce hears often from parents (such as bullying, "being the one," testing, games at recess, etc.). Royce will come up with ideas for each meeting and announce at the executive meeting so it can be advertised to parents ahead of time.</p>
Treasurer's Report	<p>Notable changes since our last meeting: Budget is what we approved with one change.</p> <p>REVENUE:</p> <ul style="list-style-type: none"> • School Kidz earned \$800 in profit. <p>EXPENSES:</p> <ul style="list-style-type: none"> • Co-curriculars will be similar to last year. • Book money won't be needed to be allocated for new staff because they will be able to use some of the \$8000 of Scholastic money • There will be around 100 sixth grade students this year. • School Kidz line item will be eliminated. <p>YTD (as of 9/9/14): Revenue = \$1,073.71 Expenses = \$9.80 Current checking account balance = \$40,423.36 Available cash = \$14,032.47</p>
Playground Update	<p>Plaque Status</p> <ul style="list-style-type: none"> • A laser plaque will be ordered from Ideal for around \$80. The plaque will be black with purple edging and will be ready by November meeting.

	<p>6th Grade Graduation Benches</p> <ul style="list-style-type: none"> After the sixth grade t-shirt invoice was paid, there is \$608 left to spend on a gift. Since this is less money than originally thought, Royce will contact parent Amy Kessler about whether they will purchase a cheaper bench or choose something else with the money. Going forward, the sixth grade gift money will not go through Home and School, but will be handled separately.
Past Events	<p>Forms and Photos</p> <ul style="list-style-type: none"> Colleen Tadych gave copies of committee sign-up sheets to committee chairs. <p>Meet the Teacher Night</p> <ul style="list-style-type: none"> It was noted that next year, we should again set up the Home and School table at the front of the cafeteria because it gave us better access to families. Molly Carroll suggested designating parents to be tour guides or greeters for new families to help them find classrooms and answer questions.
Upcoming Events	<p>Entertainment Books</p> <ul style="list-style-type: none"> Royce said Yvette was building a list to send out books to oldest siblings. <p>Staff Social – Sept. 18</p> <ul style="list-style-type: none"> Royce sent a survey to staff along with an invite to Matty's and asked for replies by end of week. <p>McDonald's Night – Sept. 25</p> <ul style="list-style-type: none"> Royce will put up teacher sign-up for evening. <p>Fall Fest – Oct. 24</p> <ul style="list-style-type: none"> Colleen Tadych contacted Fall Fest Chair Shelly Greeson and gave her names of people that signed up on committee. Molly Carroll will contact Shelly to touch base on how things are going. Suggestions for Fall Fest included adding more spiders to spider hunt and simplify hunt by only having one color; also have more supervision during spider hunt and make sure kids aren't playing outside during other times. <p>Book Fair – Nov. 3-7</p> <ul style="list-style-type: none"> No updates <p>All School Skate – Nov. 13</p> <ul style="list-style-type: none"> Kara Erchull will check date with chair.
H&S Website Updates	Rachel Schaar will add online ordering to web site for Book Fair.
H&S Meeting/Social	<ul style="list-style-type: none"> Royce will do welcome and short talk. Molly Carroll will send e-mail to committee chairs urging them to attend and come early at 6:15 p.m. (set-up can begin at 6 p.m.) Kara Erchull suggested giving raffle tickets when people ask committee chairs questions about their committee or event. There will be 3-5 raffle prizes that winners can choose from (Marcus Theater gift tickets and spa gift certificate) Refreshments will include coffee (coffee maker available; Kara Erchull will bring coffee), lemonade (Molly Carroll has drink dispenser) and mint water (Colleen Tadych will make). Molly Carroll will e-mail the list of on-call bakers and ask them to sign up to bring desserts (through SignUp Genius; 5 dozen desserts needed) Kara Erchull will bring two table cloths. Colleen Tadych will contact Dan to set up two tables without seats.
Other	<p>Matty's App Card</p> <ul style="list-style-type: none"> Kara Erchull will check with Matty's about app issues and see if there are any

	<p>purchases where we can't use the app (such as catering).</p> <p>Home and School room</p> <ul style="list-style-type: none"> • Need clean-up day – Molly will send e-mail out to set date. <p>Review events and fundraisers</p> <ul style="list-style-type: none"> • Reach out to committee chairs to find out how they do their events or fundraisers.
Next Meeting	Tuesday, November 11 at 6:30.
Adjourned	The meeting was adjourned at 8:31 p.m.

Assignments:		
Task	Assigned To	Due Date
Check with Honor Society staff person about babysitting	Royce	Sept. 11
Check about Skate Night date	Kara	Sept. 30
Follow up on 6th grade Legacy Gift	Royce	
Create a toy/game/activity bin to have for babysitters to use with the children at H&S meetings.	Rachel	Sept. 16
Various items brought to Social (see list above)	All	Sept. 16
Check on Matty's App issues	Kara	Sept. 22
Set up Home and School room clean-up day	Molly	Sept. 12