



**Executive Committee
Meeting Minutes
March 11, 2014
6:30pm – 8:30pm
Elmwood Library**

- 1) Call to order at 6:40 pm.** In attendance: Cathy Boerner, Colleen Tadych, Kathy Quandt, Alison Giese and Principal Royce Lindner
- 2) Review/Approve Minutes of January 14, 2014 Executive Committee Meeting** – Minutes approved.

3) Treasurer's Report

A line item was added in Expenses for Building Equipment for \$5,000 for Risers and the Paper Roll holder. \$43,000 was added to the Playground amount as per budget approval. The cost of the Risers was less than expected, about \$850 less.

Principal Royce Lindner informed us that he has scheduled a BMX Bike Presentation for a spring assembly at the cost of \$300 (less than our budgeted amount) for two different sessions. Need to add a line item for Playground donations in amount of \$15,000 and record ongoing donations. To date, we have received @ \$2,000 in donations for Playground.

Royce has received a donation letter from Larry Lueck for Video Conferencing but has yet to receive a bill for it. We currently have \$11,811.46 in our account for expenditures this school year. Colleen Tadych voiced concern on how we could better make families aware about donations for the playground.

Need to advertise the Playground donation letter, pictures to Elmwoods this week. Principal Lindner will notify Yvette to publish. We will wait to publish our donation levels later on.

Chess Club is allowing us to run concessions and receive profits from the tournament on March 15th. We still need volunteers to staff the event.

Colleen Tadych has been in contact with Marie Collins regarding Box Tops for Education. Marie wants to get this going now, especially upon learning Ronald Reagan received \$6,000 and Holy Apostles \$5,000 from Box Tops. She has the following ideas to help increase awareness:

- 1.) Duct Tape Principal to the Wall
- 2.) Pizza/Cupcake Party for top earners

- 3.) Extra Recess by certain date for highest class totals
- 4.) Dye Principal Lindner's hair pink and wear a sandwich board during morning Drop-off and afternoon Pick-up advertising Box Tops
- 5.) Family who collects the most gets priority seating at a school event(Fine Arts Night, Musical, 6th grade graduation)
- 6.) Family Pack of Fun – Items donated from businesses used as incentives for levels of donation.
- 7.) \$10 Gift cards at end of each quarter for students with most Box Tops (Royce has Marcus movie pass coupons – buy one, get one. Molly Carroll may also still have some Marcus tickets left to donate)

Ideas to advertise: Booth at beginning of school year(back to school day/night), Thermometer showing donation progress, Labelled Ziplock bags sent home to families to collect labels), place donation collection boxes in senior homes. Also, a dunk tank at assembly portion of High Interest Day for class with highest total.

4) Playground Update and Next Steps

The most recent drawing/photo from Gerber does not have the balance beam on it. Suggested having the post colors changed to Purple. Burke pieces coloring suggestions: Satellite Climber to Tan, Spinner, and Rally Round to Purple. Balance beam also in Purple.

Cathy, Colleen and Principal Lindner will have a final meeting with Andy Stefancin after Home & School meeting on the 18th to finalize playground and place an order.

To be read at the **March 18, 2014** Home and School Meeting.

Playground Update:

After the Special Meeting of Home & School on February 4, 2014, which was based on the quote with the Burke Equipment for approximately \$84,000.00, the School District of New Berlin obtained another quote, dated February 7, 2014, with similar Gerber Leisure Equipment that was approximately \$70,000.00. The Home and School Executive Committee reviewed the difference and determined that the playground structure and pieces were similar in price but the major difference was in the installation and removal costs which were just over \$10,000 of the difference. The Home and School Executive Committee discussed and considered if the equipment quality was comparable and the preferred design of the different pieces and structures. The Gerber Leisure Equipment installation would be the same installers that installed the Gerber Leisure equipment in the Elmwood Northeast playground 10 years ago. After a lengthy conference call with the Gerber Leisure contractor, the Home and School Executive Committee proposed to have the main structure be Gerber Leisure but the additional stand-alone pieces be the Burke equipment preferred over the Gerber Leisure comparable pieces. The Gerber Leisure contractor can accept delivery of the Burke pieces and install them. The colors will be compatible and all warranties will be honored.

The Executive Committee of the Home and School will recommend to the School District of New Berlin to move forward with the Gerber Leisure main structure and Burke stand-alone pieces with Gerber Leisure contractors installing both with a final cost of approximately \$73,000.

Home & School will allocate approximately \$36,500 to the purchase and installation of the new playground in the Summer of 2014.

5) Past Events

- a. **Pack 38 Carnival – January 24 – 6:00-8:30pm** – A huge success! The Pack donated over \$1,000 to the Make a Wish Foundation and another \$1,000 went into the Pack account for future events.
- b. **McDonald's Night – January 30 – 4:00-7:00pm** – A nice turnout but profit was lower than expected. We only received \$275.
- c. **Teacher's Raffle – February 3-7** Slow at beginning of the week, but sending an email home with list of offerings increased momentum for Thursday and Friday. Advertising for volunteers and sending home via email raffle choice listing inspire more to participate. Cleared approximately \$1,100 after expenses.
- d. **All School Skate – February 27 – 6:00-8:00pm** - 112 participants and receive a small profit from the event for \$56.
- e. **Movie Night – March 7 – 6:15-8:15pm** – Rescheduled to April 25th. Need to advertise 3 weeks before actual event.

6) Upcoming Events

- a. **Elmwood Chess Tournament – March 15 – Concessions** - Tonya is looking for volunteers to staff throughout the day in two-hour shifts.
- b. **All School Skate – March 20 – 6:00-8:00pm** – On track.
- c. **Dinner & A Show – *Cancelled***
- d. **Book Fair – April 4-11** – On Track
- e. **Movie Night – April 25** - On Track – Advertise 3 weeks before.
- f. **Staff Appreciation Week – May 5-9** – On Track
- g. **Cubs on the Prowl – May 9** – Will check with Shannon Achter

7) Discuss March 18, 2014 Home & School Meeting

- a. **Draft Agenda** – Principal Lindner had a few changes for January 21st minutes (deletions). Number Five on the Agenda – Discuss Color. Colleen Tadych announce the open Home and School Executive Committee positions and encourage interested parties to contact her to be put on the ballot for the May 20th meeting. Move Chess Tournament from Upcoming to Past Events. Remove Dinner and a Show from Agenda. Under number four add: a) Donation letter update. Under number nine add: "h) Box Tops for Education. Add number eleven: Next Meeting, date, and time. Twelve will become Adjourn

8) Other

- a. **Background Checks** – Principal Royce Lindner is working on them and will begin next fall. Each committee head should send in their volunteer lists for checks as well. (Background checks are performed once every three years).

9) Next Exec Board meeting: Monday, May 12, 2014 – 6:30-8:30pm Elmwood Library – Budget Meeting

10) Adjournment – Meeting adjourned at 8:35pm.