



**Parent Crew Foundation
Meeting Minutes
Wednesday March 29, 2023
5:00pm - REMS Conference Room**

In attendance:

Allie Waltee – President
Bri Mowen – Vice President
Ashley Cammack – Secretary
Brooke DiDomenico – Treasurer
Rachael Kelley – Communications Director
Trena Hand – Principal

- I. Welcome
- II. Motion to Approve 2/22/2023 Meeting Minutes made by Rachael, seconded by Bri. All in favor, motion approved
- III. Good News Shares
 - a. Thank-You cards from red envelope
- IV. Principal Report
 - a. EL Conference Updates
 - i. November 30 – December 1, 2023 in Denver
 - ii. Ms. Trena met with district regarding calendar change, compromise made to allow 10-12 teachers to attend each year over next couple of years with commitment. District to bring in subs
 - iii. Motion to approve \$12,000 for associated registration, fees and travel expenses for 10-12 teachers to attend the 2023 Denver EL Conference made by Allie, seconded by Bri. All in favor, motion approved
 - b. Staffing
 - i. Early start in district to compete for positions. Great candidates so far! Ms. Trena actively screening at this time, scheduling interviews
 - ii. New role – SEL interventionists
 - iii. Mr. Jonathan and Mr. Zach returning
 - iv. Ms. Carmen moving grades/position (Discovery)
 - v. Ms. Sarah full-time return unknown, committed to being a sub next school year
 - vi. Ms. Amy moving out of state

- vii. Ms. Jody committed until April 14, 2023

- c. 2023-2024 Calendar
 - i. Updated and posted
- d. Snack pack for CMAS
 - i. Kristen brought up idea to bring in healthy snack baskets for each class for week
 - ii. Kendra to send out Sign-Up Genius to ask for donations from parents; Rachael to send out announcements on all platforms
 - iii. Monday and Wednesday drop off only
- V. Staff Liaison Report (as given by Ms. Trena for Cari)
 - a. Sustainability Committee
 - i. Ms. Abby would like to organize and get started. Parent lead still needed, Allie to reach out to parent for interest
 - ii. Emphasis on garden, recycling, energy saving (IREA), conservation, etc.
 - iii. Parent request for juice box recycling, under review
 - b. Auction Feedback
 - i. Thank-you card from Ms. Mikaela
 - ii. Requested less live auction items, more time to mingle, hand written bids over electronic. Overall positive feedback, understanding of technical difficulties experienced
- VI. Old Business
 - a. Auction Follow-Up
 - i. Board members discussed internal feedback. Overall we did really well despite technical difficulties that were out of our control
 - ii. Raised profit of \$50,004.59
 - iii. Ms. Trena put video on REMS website. Thank you Rachael for creating!
 - b. Handbid Contract
 - i. Thank you Allie for the many hours spent on this issue!
 - ii. The agreement has been terminated

- iii. Handbid representative accidentally completely deleted second Code Ninja's winning bids. Will re-advertise seats up for purchase at \$39/each
- c. Board Member Recruiting and Election
 - i. Rachael to send out nominations form beginning this Friday
 - ii. Nominations accepted for 1 week; voting open for 2 weeks thereafter
- d. Volunteer/Chair Leads Recruiting
 - i. Reviewed parent committee leads commitments set up for next school year
- e. Volunteer Requirements to Present to SAC
 - i. Motion to move to 40 hours per family required beginning 2023-2024 school year made by Ashley, seconded by Rachael. All in favor via email, motion approved
 - ii. Opportunity to obtain volunteer hours upon approval of community service
 - iii. Continued effort from Ms. Trena to reiterate importance and requirement of posted volunteer hours. Reviewing with district
 - iv. Would like to see continued reminders outside of orientation for all parents at beginning of each school year

VII. Officer Reports

a. President

1. Staff Appreciation

- i. Einstein Bagels this Friday as set up by Lindsey
- ii. Supply drive next month. Amazon wish list is posted

2. Volunteer Year-End Gifts

- i. Board discussed ideas and budget for year-end gifts
 - a. Motion to purchase hammocks for the 4-5 leads made by Rachael, seconded by Brooke. All in favor, motion approved
 - b. Headlamps for parent volunteers over 40 hours pending

3. Old/New Board Members Dinner

- i. May 21, 2023 at 12pm at Tribe. Allie to make reservations

4. New Reserved Parking Signs

- i. Discussed request for opportunity to personalize signs

b. Vice President

1. Store

- i. New options available

2. Passive Fundraising

- i. Motion to order 150 school color Pura Vida bracelets at \$4 each to offer for purchase in school made by Rachael, seconded by Ashley. All in favor, motion approved

c. Treasurer

1. Girls on Run

- i. Need 4 more girls to complete registration. Registration extended through end of week
- ii. Ashley would like to lead/coach run club alongside make coach. Consider hosting 5k. Pending district approval. Ms. Trena and Cari to follow up

d. Secretary

1. Spirit Nights

- i. Awarded \$155.00 from Chick Fil A
- ii. April 12 at Parry's Pizza; May 24 at Smashburger; No event in June
- iii. Discussed opportunity to schedule multi-faceted events in same month(s) for next year. Pending commitment from lead Astrid

2. Yeti Fundraiser

- i. Discussed opportunity to order REMS etched/printed Yeti products
- ii. Quote requested, pending further discussion

e. Director of Communications

- 1. Social / Newsletter timeline reviewed
- 2. Election to be headed by Rachael

VIII. New Business

a. Showcases

- i. May 10 and May 24 from 1:30pm-4pm
- ii. Brooke and Ashley board leads
- iii. Parent volunteers: need 1 parent volunteer in each group
- iv. Board members present to welcome arrival, cut cake

- b. Artwalk
 - i. May 19, 2023 5-7pm. Pending additional/final details from Ms. Staci
 - ii. Board members to assist with check-in
- c. Pickleball Tournament
 - i. Pending: June 3, 2023 hosted by PCF
 - ii. Rachael to send out interest form
- d. Spring OLE Clean-Up Day
 - i. May 6, 2023
 - ii. Kendra to send out Sign-Up Genius after tasks/jobs needed finalized
- e. SAC Events
 - i. Tabled until after next SAC meeting
- f. Passive Fundraiser
 - i. Tabled
- g. Article IX: Terms
 - i. Motion to approve clause addition to the PCF bylaws in Article IX: Terms '(4) An executive board member shall serve no more than two consecutive terms (at most 4 years) regardless of role. After one school year as a non-board member, they will regain eligibility to be elected or nominated to the executive board so long as they meet all other eligibility requirements' made by Rachael, seconded by Ashley. All in favor, motion approved
- IX. Motion to Adjourn made by Brooke, seconded by Rachael. All in favor, motion approved

Next Board Meeting: Wednesday April 12, 2023