



**Parent Crew Foundation
Meeting Minutes
Wednesday October 26, 2022
5:00pm – REMS Conference Room / ZOOM**

In attendance:

Allie Waltee – President
Bri Mowen – Vice President
Ashley Cammack – Secretary
Brooke DiDomenico – Treasurer
Rachael Kelley – Communications Director
Lindsey Smithson – Member at Large
Trena Hand – Principal via ZOOM
Cari Lazarony – Staff Liaison

- I. Welcome
- II. Motion to approve 9/28/22 meeting minutes made by Rachael, seconded by Bri. All in favor, motion approved
- III. Principal Report
 - a. Thanksgiving Lunch
 - Date corrected to Tuesday October 15, 2022
 - b. RAD Report
 - Received good feedback from teachers with suggestions for next year:
 - incorporate quiet activity especially during Dance-A-Thon
 - incorporate teacher input for scheduling and planning time
 - c. Sensory Grant for Sped
 - Materials requested for students that fall in line with sensory and trauma response action
 - Motion to approve grant request for specific materials as is made by Ashley, seconded by Brooke. All in favor, motion approved.
- IV. Staff Liaison Report
- V. Officer Reports
 - a. President
 1. Climbing Wall Update
 - Has been ordered, currently going through final district approval

- Scheduled to be installed in about 6 weeks

2. Love and Logic Class

- Opportunity approached to offer classes again with Sarah who is certified to teach 6 week course starting in January

3. Auction Kick Off

- Auction scheduled March 11, 2022 at Cielo
 - Catering costs have gone up significantly with less options
 - Other options for location and catering to be reviewed and considered
- There are great plans in work for crew art and packages this year
 - Colleen will be lead on procurement again this year
 - Rachael has been working on and sending out sponsor package options to community

b. Vice President

1. Crew Gear

- Have raised ~\$200 from the student store as of last week
- There has been good feedback on quality of product and speed of delivery

2. REMS Cruise Update

- 11 cabins booked with 2 tour credits coming back to REMS
- Reduced deposit ends October 31, 2022, send out reminder
- Informational zoom meeting with Jeff and parents tentatively scheduled November 17, 2022

c. Treasurer

1. Run Club

- No news from district for approval at this time
- Need for lead volunteer still needed, several parents may be interested

2. Budget Update

- Board reviewed financial numbers from RAD
- New quote to be prepared from Trena for winter voyage transportation
- Board review auction budget

d. Secretary

1. Spirit Night Update

- Thursday November 3, 2022 at Freddy's
- Total amount awarded from Chuck E. Cheese: \$215.22

2. Volunteer Hours

- Suggested start of conversation to reach out to parents after the holidays with lower recorded volunteer hours to communicate need/requirement of hours and volunteer opportunities. Tabled for additional discussion

e. Director of Communications

1. Social Media Posts

- Will begin promoting red envelope event in next couple of weeks

f. Member at Large

1. Book Fair

- November 14-17, 2022, full event schedule TBD
- Currently have 2 parents to lead book fair (Sarah Porter and Kathy Refato)
- Delivery day scheduled November 9, 2022
- Friday November 11 as VIP shopping event for those parents with most volunteer hours on Track-It-Forward
- Tabled Gear Swap for further discussion and planning
- Kendra to make Sign Up Genius for needed volunteers for event

2. Colorado Gives Update

- Early giving starts November 1, 2022
 - Rachael will promote on social media and communications
 - QR code to collect donations to be created
- REMS will be written up in the Castle Rock News Press delivered on Thanksgiving
- REMS received a \$5000 Newbie Award!
 - Motion to approve \$2000 of \$5000 after check is received to use as scholarships awarded to teachers whose written grant requests were top voted on by REMS parents and students made by Brooke, seconded by Allie. All in favor, motion approved

- Lindsey to organize details for teacher grant writing event to be reviewed and approved by Trena by November 15, 2022. Awards to be handed out around Red Envelope/Christmas

VI. New Business

a. Red Envelope

- Kick-off for donations begin Friday December 2, 2022; donations accepted through December 20, 2022
- Rachael has communication ready to be sent out to parents
 - QR code to be created to collect donations/via paypal
 - Include teacher "Favorite Things" lists
 - Option for non-paypal donations to be received in front office
- Checks will out out to the 45-48 faculty and staff on December 22, 2022

VII. Old Business

a. RAD Recap

- First year ever to have 99% of student body registered
 - 91% students participated
 - 96.4% of donations have been collected so far
 - 33% of total donations came from within student community; 67% from outside donations
 - All 50 states were collected as well as 7 countries and Puerto Rico
 - Per Boosterthon, not a lot of schools do that!
- Average donations collected per student was \$189
- Motion to utilize Boosterthon again for RAD in 2023 with "World Changer Workshop" theme made by Bri, seconded by Brooke. All in favor, motion approved
- Motion for RAD to be scheduled on Friday October 6, 2023 made by Ashley, seconded by Lindsey, All in favor, motion approved
 - Rachael volunteered to be PCF board lead for RAD 2023 along with parent volunteer chair(s)
- Pizza parties for top 3 crews approved

- Pickleball Tournament to be planned after the first of the new year. Tentative to be held after Spring Break

- A sincere thank you to everyone involved in making this year's RAD such a success!

b. Bob's Wish List

- Approved by Trena

- List and volunteer opportunities to be sent out in crew parent news and newsletter

c. Volunteers

- Congrats to Jenn Schmidt on winning the October Volunteer spotlight!

Adjournment

Motion to adjourn Board Meeting made by Ashley, seconded by Rachael. All in favor, motion approved

Next Board Meeting: Wednesday November 16, 2022 @ 5:00pm - REMS Conference Room