



**Parent Crew Foundation  
Meeting Minutes  
Wednesday, August 14, 2024  
5:00pm - REMS Conference Room**

**In attendance:**

Leslie Bauer – President  
Ashley Cammack – Vice President  
Cheryl Johnson – Secretary  
Brooke DiDomenico – Treasurer  
Michelle Harrison – Communications Director  
Trena Hand – Principal  
Lisa Jackson – Vice Principal  
Madi Pavey – Staff Liaison  
Natalie Wong - SAC

- I. Welcome
- II. Approval of Meeting Minutes - **Last official meeting 4/17. Motion made by Rachael via email on 4/19. 2nd by Allie. Motion approved.**
- III. New Business
  - a. Back to School Carnival (Presented by Ali Babcock)
    - i. Event in good standing. 8/16 4:30-7pm
  - b. RAD - October 11th
    - i. Fundraising Goal: 50K for OLE shade structure
    - ii. Community Project: Adopt a grandparent - waiting on word from Silver Heights
    - iii. Robyn and Rachael to bring Booster materials to teachers on 9/25 at 1:30pm
  - c. Auction
    - i. Working on event lead and venue
- IV. Principal Report
  - a. Scholarships
    - i. 4 families benefited from scholarships this school year
- V. Staff Liaison Report
  - a. Front Office Volunteer List
    - i. Crew Parents to submit a list of names of parents from their crews that can be contacted by Victoria for office projects.
- VI. Old Business
  - a. Update on AdEd gear purchases
    - i. Garmin Satellite Phone for voyage safety. **Motion made 7/28 via email. 1st Leslie, 2nd Michelle. Motion passed.**
    - ii. Freeze Dryer for making healthy food choices for 6th grade voyage. **Motion made 8/3 by email. 1st Leslie, 2nd Michelle. Motion passed.**
    - iii. New hiking packs for 25/26 school year- research in progress
- VII. Officer Reports
  - a. President
    - i. Crew Norms - PCF to lead parents in crew unity

- ii. Crew Parents - changes to be expressed to all teachers and crew parents
  - a) All Volunteers need to check in with Victoria
- iii. Meeting dates (Oct/Nov)
  - a) Oct 23rd possible change and Nov 13th tbd
- iv. Staff Appreciation
  - a) Lindsey Smithson Lead
    - (1) Sept - All school - Stock the Lounge
    - (2) Oct - First and Discovery Crews - Breakfast
    - (3) Nov - Second and Fifth Crews -
- b. Vice President
- c. Treasurer
  - i. Budget Update
  - ii. Passive Fundraising/Spirit Events
    - a) Rockies Nights - Sept 13 - 15th against Chicago Cubs
    - b) Terrina building list for year
  - iii. Crew Wear
    - a) In good standing
- d. Secretary
  - i. Storage Shed
    - a) Need to access floor damage and pull together estimates
- e. Director of Communications
  - i. Grants/Donors Choose
    - a) New Process explained and going into effect
  - ii. Movie Night
    - a) Date TBD - conducting more research into projector and food
- VIII. SAC Report
  - a. Grant process is focused on EL projects
  - b. Next meeting is 9/9 at 5pm in REMS Library
- IX. Adjournment - **Motion made by Cheryl, 2nd by Leslie. Motion passed.**

**Next Board Meeting: Wednesday, September 25th, 5pm, REMS Conference Room**